

Peninsula Piecemakers Quilt Guild - 2020 Symposium Workshop

This agreement is between the Peninsula Piecemakers Quilt Guild (PPQG) and _____, who agrees to teach a workshop(s) entitled: _____ on April 18, 2020, from 8:30 a.m. till 5 p.m., at the PPQG 2020 Symposium located at Hilton Baptist Church, 101 Main Street, Newport News, VA 23601.

Write a brief description of your workshop, if necessary, attach a separate sheet of paper:

Please check: _____ All Day Workshop (9-Noon & 1-4 p.m.) or _____ Morning Workshop (9-Noon) or _____ Afternoon Workshop (1-4 p.m.)

Instruction Level: _____ Beginning _____ Intermediate _____ Advanced _____ All Levels

Is there a kit required? _____ Cost \$ _____ What will be included in the kit?

(Kit cost will be payable to the teacher, not the PPQG.)

Will you need assistance with your workshop? _____

What kind of assistance will you need? _____

(if so, a Guild volunteer will be assigned to assist you with your workshop.)

Equipment Needed: _____

What is the **maximum** number of participants that can attend the workshop? _____

Lunch will be provided at no cost for the workshop instructors. Do you have any special dietary needs? If so, please list here: _____

Please read and initial the following:

_____ I will submit a short description and a photo of the finish product of my workshop with this contract for publication and introduction purposes. This will go in our Symposium program and/or website and/or newsletter. We ask that you send us this information in a **.pdf format** to quilting65linda@gmail.com. Do you have a website, Facebook page or blog that you wish to have listed in our Symposium communications? If so, please list the address(es) here: _____

_____ I will provide written instructions to each participant in my workshop. Included will be a supply list, cutting instructions and directions to complete the project.

_____ I agree not to teach this workshop in the Hampton Roads area within three (3) months, prior to PPQG 2020 Symposium. We ask this in order to preserve the uniqueness of our class offerings.

_____ Are you interested in being a Vendor in our Market Mall? _____ If so, there is a \$50 (\$40 vendor fee and \$10 for lunch) charge and requires a separate contract for vending. You will receive an additional contract for "Vendor."

Please fill in the table and list any explanation below:

| | |
|---|----|
| Workshop Fee* | \$ |
| Mileage from home to Hilton Baptist Church, 101 Main Street, Newport News, VA 23601 Ground mileage @ \$0.50 per mile after 50 miles. | \$ |
| Accommodation** | \$ |
| Total | \$ |

***Payment for a workshop will be given prior to your departure from our Symposium on April 18, 2020.**

****Accommodations can be provided by one of our Guild members, that will host you in their residence. No accommodations will be provided unless stated in the contract.**

Explanation:

Cancellations:

_____ In the event a workshop has fewer than (_____) registered participants by March 18, 2020, you will be notified immediately via email or phone as to the cancellation of the workshop and this **contract will be voided.**

Signature of Lecturer: _____ Date: _____

Address: _____

Email Address: _____ Contact Phone: _____

Signature of Symposium Committee Representatives:

Carol Richardson - _____

Linda Odell - _____

Both signatures are required.

PPQG Symposium Committee Representatives:

Carol Richardson, 757-256-6412, quiltva@aol.com

Linda Odell, 757-869-6314, quilting65Linda@gmail.com