



WORKSHOP TERMS & CONDITIONS

1. Definition:

- I. A Workshop Block is a series of Workshops run over a fixed period of time, the details of which can be found on our website Workshop Schedule pages.

2. Workshop Cancellation Policy:

- I. If a customer cannot attend a Workshop(s) they must give RDH a minimum of 2 weeks' notice, at which point we shall endeavour to offer you an alternative Workshop(s) date.
- II. Cancellations within 2 weeks of any workshop will result in a refund ONLY if someone is found to fill your space.
- III. If a Workshop is cancelled by RDH then your payment will be refunded in full.

3. Payment:

- I. Payment for Workshops should to be made via **Stripe**, our online payment system. Payment links are found on the Workshop Schedule pages against each event.
- II. Settlement of your payment will be deemed as full acceptance of our Terms & Conditions.

4. Consent Form:

- I. Our Consent Form is to request your permission for RDH to take photographs of you or your children and art work. Photos and videos are for promotion and marketing of Rigby Design House products and services. This might include the right to use them in printed and online publicity, social media, press releases, and possibly funding and money-raising applications.
- II. We ask that you complete the form and return it to us, either by email or post before attending a workshop whether you give OR do not give your consent.

5. Privacy

- I. We at Rigby Design House take privacy matters very seriously. Any personal information we collect is used only to communicate directly with you and will not be disclosed to any outside parties.