

# PACIFIC COAST ARTISTS – CLASS ENROLLMENT PROCEDURES

1. To register for class, please fill out the following form, include phone # & e-mail.
2. Class fee for members \$18 Non-members \$23 Make **check payable to PCA**.  
For special seminars please see information materials for member & non-member fees.
3. Either mail form to appropriate chairperson (see below) with your check & SASE (2 stamps), pattern will be mailed to you, or bring to class & place in program registration container (or give to program chairperson). Your cancelled check is your receipt.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ FAX: \_\_\_\_\_  
\_\_\_\_\_ e-mail: \_\_\_\_\_

Date of Class \_\_\_\_\_ Class Fee \$ \_\_\_\_\_ Member \_\_\_\_\_ Check # \_\_\_\_\_  
Non-member \_\_\_\_\_

Class Title \_\_\_\_\_ Teacher \_\_\_\_\_

If ordering a surface and/or other materials from the teacher, please make your check for these items payable to the teacher & submit with your class fee.

Surface Fee \_\_\_\_\_ Check # \_\_\_\_\_ Accessory Fee \_\_\_\_\_ Check # \_\_\_\_\_

I am willing to be a monitor for a future class \_\_\_\_\_

## Refund Policy for Classes & Seminars

Refunds are given when the class is full (avg. 25, by teacher) AND there is a waiting list. If the class is not full, or there is not sufficient time to notify a student on the waiting list, there will NOT be a refund if the student is unable to attend. You may resell class, if PCA determines there is no waiting list.

### Bring to meeting or mail to:

Ruth Bradley, Programs  
6111 Sydney Drive  
Huntington Beach, CA 92647

(714) 401-2237 e-mail: [ruth.bradley@verizon.net](mailto:ruth.bradley@verizon.net)

### Send Seminar Enrollment forms to:

Carol Ganzi  
2934 N. Beverly Glen Circle  
Bel Air, CA 90077

(310) 273-5096 e-mail: [egg-cetera@earthlink.net](mailto:egg-cetera@earthlink.net)

## What is a member?

- A member assists at the paint-in that she has volunteered to monitor.
- A member arrives early to set up for her class and assists her classmates in clean-up of her table promptly following class.
- A member is courteous to teachers & classmates by turning cell phones off or to vibrate and removing herself from the room to answer "Emergency only" calls .....and remembers her voice echoes through the hall.
- A member chooses which committees she will help succeed in its goal.
- A member signs up to bring a dish that she and her classmates will enjoy for brunch.
- A member paints for fun, paints for charity, paints for fund-raising and paints to share the passion of painting!

