

Charlene Ferrell Whittler

www.CharleneWhittler.com



705 Dewey Street
Eldorado, IL 62930
618-273-7443

Seminar Contract

The fees for a private seminar are \$225.00 per day plus \$0.45 per mile (from beginning location to final location and return), and 50% of lodging costs. Note that seminars with multiple clubs can be planned to combine them for economy.

The noontime meal should be provided by the club or seminar host. I will usually stay in a motel near the seminar location, and 50% of the cost of the motel will be paid included in the seminar fee. I do use a discount card when available for the motel so that it will be a reasonable rate. Assistance in locating a motel close to the seminar is very much appreciated.

Seminars are usually 10 students, with additional students incurring an additional fee of \$22.50 per day per student with a maximum of 15 students. Seminar length should be planned ahead by contacting me to discuss the desired subject. Guidelines for planning are: 3 days for most pieces, 4 or 5 days may be required for larger items like vases, tankards, or large trays, or subjects requiring intricate gold work. Longer seminars can also include two different subjects and two different items of china.

Dates need to be confirmed first, while the subject matter can be determined later (up to 2 months prior to the seminar). Booking dates fill up far in advance, so please confirm you date as soon as possible. Cancellations after 90 days before the seminar will incur a \$100.00 cancellation fee.

Please return this completed form and \$100.00 deposit to the address above to reserve your club seminar. Be sure to keep a copy prior to sending for your own records.

Club Name:

Contact Person Name:

Street Address:

City:

State:

Zip Code:

Subject/Description of China:

Planned Number of Days:

Confirmed Dates of Seminar:

Total Estimated Costs (to be confirmed by C.Whittler):