 International Scrapbook Day Weekend 2020 Booking Form

Hello and thank you for registering your interest in the International Scrapbook Day Weekend 2020 hosted by Cal Summers and Mel Pickering.

Our International Scrapbook Day Weekend is taking place from 7.00 pm on Friday 1st May 2010 to 5pm on Sunday 3rd May 2020 at the Tillington Hall Hotel, Eccleshall Road, Stafford, Staffordshire ST16 1JJ. Please see the Itinerary for more details.

As with all Cals and Mel’s retreats we will have fun with competitions, spot prizes, inclusion in a special Facebook group leading up to the event and who knows what else – crafters gonna craft! Over the course of the two days we will be making up six full 12x12 layouts from kits and taught classes – all you have to do is to supply your photos. Finally, there will of course be your own cropping time so make sure you bring your own projects to work on. The Scrap Lab will be offering a pop-up shop with lots of crafting goodies and Scrap Lab embellishments as well.

Rest assured we will be bringing you the very best in crafty get togethers, making sure International Scrapbook Day is properly celebrated and giving you a weekend to remember!

Cal & Mel

 What is included in your package?

* Own double room on Friday night and Saturday night (sharing option available)
* Breakfast Saturday and Sunday
* Hot buffet lunch Saturday and Sunday
* Three course evening meal on Saturday
* Unlimited tea, coffee, water, biscuits and fruit on Saturday and Sunday
* Your own 6ft table for your crafting
* Three taught layout classes with full kits
* Three layout kits with full instructions for you to complete at your leisure
* Access to an exclusive Facebook group
* Access to the Scrap Lab pop up shop including pre orders if you want them

PLACES WILL BE CONFIRMED ON THE RETURN OF A SIGNED BOOKING FORM WITH TERMS AND CONDITIONS AND YOUR FIRST PAYMENT.

On completion of the booking process you will be sent a suggested equipment list and you will be joined to the Facebook group. There will also be a quarterly statement emailed or messaged to you.

**Itinerary (possibly subject to change)**

**Friday 1st May**

5.00 p.m. onwards - Arrival at Tillington Hall and settle to be ready for 7.00pm start. Join Cal and Mel in the Royal Suite and sort out your crafting space. Either get on with your own crafting or sit and chat with your fellow crafters. Friday night we will be giving you a kit for your first layout – it will come with full instructions for you to complete at your leisure.

Craft all night if you want to!

**Saturday 2nd May**

**INTERNATIONAL SCRAPBOOK DAY!**

Breakfast

10.00 a.m. start of first taught layout

1.00 p.m. – Lunch

2.30pm start of second taught layout

Evening - three course meal with themed challenge TBC

**Sunday 3rd May**

Breakfast

10.00 a.m. start of third taught layout

1.00 p.m. – Lunch

5.00 p.m. pack up and goodbyes

**BOOKING FORM** (to be completed individually for each person attending please)

**Cost: Single Occupancy** – own room, own crafting space, all classes and kits - £350

**Cost: Twin Occupancy** - shared room (please indicate who you are sharing with – we cannot offer this option unless you are sharing with a friend), own crafting space, all classes and kits - £330

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| Name |  |
| Address |  |
| Telephone |  |
| Email |  |
| Emergency Contact Details |  |
| Payment Plan (see info) |  |
| Special requirements – do you wish to share a room with another person, do you have any special dietary requirements etc. |  |
| Disabled room required | Yes / No |
| **Signature.** By signing this document, you agree to abide by the terms and conditions and cancellations policy – so please read them carefully |  |

**TERMS & CONDITIONS & CANCELLATION POLICY**

cancellations and refunds policy

**What to do if you need to cancel -**

If you need to cancel your place on the retreat and the date of the retreat is more than 14 days away then I can refund the bedroom cost. If you cancel within two weeks of the retreat the full amount is payable and non-refundable. However, if you can find a friend to take your place I am happy to accept them onto the retreat in your absence providing they take the same kit you had ordered if applicable, and you inform me of their name and contact details.

There are no refunds for non-attendance or for part attendance unless otherwise agreed. I will provide the kit as paid for if you have chosen the kit option – however – instructions may not be available.

**What happens if I need to cancel -**

If due to unforeseen circumstances I have to cancel the retreat I will tell you as far in advance as I can. I will provide another date for the retreat or you can have a refund in full, whichever is your preference. However, I am not liable for any costs you may incur other than the cost of your place on the retreat. I reserve the right to cancel at short notice if necessary.

**Venue**

Cal Summers retains the right to change the venue but it will be in the Staffordshire area and of greater or equal facilities to those at Tillington Hall.

**Instalment Payments**

If you choose the pay by instalment option, you must pay the amount specified by or on the date agreed. Plan is as described above. I will send you a quarterly statement after your quarterly payment has been made. The bank account to pay monies into is

Cal Summers / The Scrap Lab. Account Number: 36291944 Sort Code: 08-71-99

**Please reference your payments with your name and INSD20 (e.g. SummersINSD20).** If you need to find another way to pay your instalment or require another plan, please discuss with me as soon as possible.

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| Available Payment Plans |
| Sole Occupant | Deposit £100 then payment of £250 before 28/2/2020 |  |
| Twin Occupant | Deposit £100 then payment of £230 before 28/2/2020 |  |
| Sole Occupant | Deposit £100 then payment of £125 before 31/10/2020 and £125 by 28/2/2020 |  |
| Twin Occupant | Deposit £100 then payment of £115 before 31/10/2020 and £115 by 28/2/2020 |  |
| Sole Occupant | Deposit £50 then ten monthly payments of £30 to be completed by 28/02/2020 |  |
| Twin Occupant | Deposit £50 then ten monthly payments of £28 to be completed by 28/02/2020 |  |

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PLEASE NOTE: I do not work with under 18's - adults only please.

You can contact me on info@calsummers.co.uk.

**Personal Belongings**

Cal Summers or any associated companies are not responsible for any items you may bring with you to the retreat. There is 24-hour access to the crop room and it is advisable you do not leave valuable tools or equipment in the room when you are not there. You are responsible for the safety of your items and you must bear this in mind regarding access around your table – you would be liable for any injuries or damage sustained by or to others because of your belongings. I will provide a Sissix Big Shot Plus die cutting machine for your use and a number of glue guns and heat tools. Electrical items you bring are by agreement please and may be subject to a satisfactory PAT test.

**Data Retention**

By booking you agree that Cal Summers can collect and store your personal information about you for the purposes of this event in accordance with UK law. We will store your information securely and use it to correspond with you about the 2020 International Scrapbook Day overnighter retreat. We may add you to a general email newsletter but if you wish to opt out please just let us know.

Contact Details: Cal Summers, info@calsummers.co.uk, 07915183129. Website: calsummers.co.uk

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