

INSTRUCTOR CLASS PROPOSAL – MN BASKET WEAVERS GUILD

Name: _____

Address: _____

Phone: _____ Email: _____

1. Title of basket: _____

2. Description of class for our website (please include skills/techniques to be learned): _____

3. Dimension of basket (W x H x D, or inches of diameter, etc.): _____

4. If this is not your own design, please provide author's name: _____

(Our Guild requests a pattern be provided, or instructional notes be provided for technique teaching.)

5. First Choice Date: _____ Second Choice Date: _____

❖ Please see our website for Guild meeting dates - <http://mbwg.org/>

6. Registration deadline:

a. if 1st Choice date _____

b. if 2nd choice date _____

7. Beginner Advanced Beginner: Intermediate: Advanced:

8. Hours to complete: _____

9. Minimum number of students: _____

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10. Maximum number of students (our Guild recommends 12 to allow time & attention): _____

11. Tools required: _____

12. Cost per person (be sure to build in all material, time and travel expenses into your fee):

(Our Guild reserves the right to charge additional fees for non-member registrants to cover our facility rental costs)

13. Please provide a Biography to use on our web site

14. A digital photo must be provided for class advertising and on our website.

15. Email this form and your photo to Debbie Johnson at: debjohnson58@gmail.com;

or mail to:

Debbie Johnson
12210 Urbank Street NE, Unit H
Blaine, MN 55449

- ❖ **In Case Of Inclement Weather:** MBWG reserves the right to cancel any class due to inclement weather, which may include travel of an instructor. Notification of a cancellation will be by email and/or phone, no later than the evening prior to any class. Whenever possible, MBWG will attempt to reschedule classes.
- ❖ Accommodations for this teaching opportunity need to be incorporated into the 'per person fee' – if you will require accommodations, please contact Debbie Johnson about available options.
- ❖ Please feel free to email or call Debbie Johnson (218) 491-3550 with any questions or concerns.