

## Important Registration Guidelines and Fees

### REGISTRATION

The Montserrat website and Encaustic blog will be updated regularly to contain up-to-date information about what events, post-conference workshops, and housing are still available. The registration form will also be updated regularly to reflect the availability information. **It is important not to download the registration form until it is ready to be sent in so that registrants have the most current form available. Please choose wisely as changes will not be made once registrations have been processed.**

### FEES

#### Conference

Included in the conference fee is admittance to the following: Friday's three afternoon events and keynote address; Saturday morning panel discussion, 3 elective events, box lunch; Sunday 3 elective events, box lunch, conference closing; access to the Montserrat Galleries, openings and vendor room; more!

- *Early Bird Registration*: January 15 – January 31, 2010: \$350
- *Regular Registration*: February 1 – April 30, 2010: \$400
- *Late Registration*: May 1 – May 31, 2010: \$500
- *At the Door* (Pending Availability): \$550

#### Housing

All housing accommodations will be in the brand, new Helena Sturnick Residence Village. Housing will sell out so book early. Rooms are apartment-style and air-conditioned. Linens and towels will be provided.

- *Double* - \$75 per night per bed

#### Post-Conference Workshop

Post-Conference Workshops provide an opportunity for artists to learn about particular topics first-hand from true experts! The sessions are small and intensive lasting from 10:00 to 5:00. Some workshops require additional materials or a materials fee and instructors will advise accordingly.

- *One Post Conference Work Shop* - \$190
- *Two Post Conference Work Shops* - \$350
- *Three Post Conference Work Shops* - \$500

#### Confirmation

Within four weeks of registration receipt, conferees will receive an email confirming conference schedules, and if applicable, post-conference workshops and housing. No further action will occur until final registration at Conference check-in, in June.

#### Withdrawal

Prior to June 1, 2010

- *Conference*: Withdrawal will result in a \$200 fee
- *Housing*: Withdrawal will result in 50% of the total amount. (There is no fee to add additional nights, if available.)
- *Post-Conference Workshops*: Withdrawal will result in a \$100, per workshop, fee.

No refunds will be processed for withdrawals after May 31, 2010.

#### Returned Check Fee

\$25