



QUIET LIGHT WORKSHOPS REGISTRATION INFORMATION & LIABILITY RELEASE

RESERVATIONS

Workshops fill quickly so please contact us as soon as possible. There are no application deadlines but reservations are assigned on a first-come, first-served basis. Please have a second workshop in mind in case your first choice is full.

DEPOSITS and PAYMENTS

A deposit is required to hold your workshop reservation, as indicated on each workshop description. Please check availability before mailing your deposit. The balance is due 30 days prior to the start of your chosen workshop. You may pay your deposit and balance with check or money order payable in U.S. funds made out to: Quiet Light Workshops Photography 2331 Hartzell Street, Evanston, Illinois 60201. If you wish to pay by credit card please call our office.

WAITING LIST

If you should apply for a field workshop that is full, we will retain your name in case of cancellation by a registered individual, which occasionally do occur. If you wish to be on the waiting list a \$50 application fee will be required at that time and will be refunded in full if a space does not open up for the trip you applied for.

YOUR WORKSHOP FEE INCLUDES:

See specific Workshop details for exact inclusions.

NOT INCLUDED:

1. Telephone calls
2. Alcoholic beverages, bar expenses or room service
3. Roundtrip transportation from your home to the base location
4. Laundry, in-room entertainment, film, batteries or any items of a personal nature
5. Insurance

KNOW YOUR CAMERA

Although your instructors will be generally knowledgeable with both film and digital cameras in all formats, they cannot possibly know the features of every camera model. In order to enjoy and benefit from your workshop experience, you need to know and understand how your camera operates.

ITINERARY VARIANCE

Quiet Light Workshops has the right to make changes, deletions or substitutions to proposed itinerary as conditions indicate (changes in weather, permit availability, road or trail conditions, etc.). Participants do not have a right to refund based on itinerary changes.

ACCOMODATIONS

Our trip participants are lodged in comfortable hotels or motels. Your workshop fee includes lodging based on double occupancy and sharing rooms. If a shared room is not available we can wait list this option, but you will be charged for single occupancy if not available. Should you require single occupancy (private



room) a supplemental fee (varies with facility) will be added. This option applies to those bringing a non-workshop member along. We do not cover any meals for non-members.

HEALTH & PHYSICAL CONDITION

It is the participant's responsibility to assess the appropriateness of the workshop activities with regard to their own physical abilities, health and condition. It is not possible for Quiet Light Workshops to accommodate individuals with health problems or disabilities. By paying workshop fees, the participant guarantees that they do not have any physical, mental or other condition that would endanger themselves or another participant. We reserve the right to request a physician's statement and we will not be responsible for participants who cannot take part in workshop events. Further, we may refuse enrollment or require withdrawal from the workshop at any time without refund.

INSURANCE

We strongly recommend purchase of travel insurance. We recommend a plan that offers coverage for medical and dental emergencies, medical evacuation, missed connections, lost luggage and trip cancellation if you have a serious medical problem that prevents you from participating. Quiet Light Workshops is not responsible for cancellation due to medical emergencies or reimbursement of non-refundable airline tickets in the event of a workshop cancellation.

CANCELLATION POLICY

1. No refund may be made for withdrawal after the workshop begins.
2. Quiet Light Workshops reserves the right to cancel a reservation if full payment has not been received 30 days prior to workshop commencement.
3. Quiet Light Workshops is not responsible for cancellation due to medical emergency. We highly recommend purchasing travel insurance (see INSURANCE above).
4. In the event that a workshop must be cancelled due to inadequate enrollment, all fees and deposits will be refunded in full or may be transferred to another workshop within one year.
5. Quiet Light Workshops is not responsible for reimbursement of non-refundable airline tickets in the event of a workshop cancellation.
6. Unfortunately, there can be no exceptions to our cancellation policy.

INCREASES TO PARTICIPATION FEE

Cost increases may occur unexpectedly due to a price change in gasoline, lodging or ground transportation. Quiet Light Workshops reserves the right to amend workshop prices if necessary.

ASSUMPTION of RISK AND WAIVER OF LIABILITY

Participation in a photography field workshop involves risk. Risks may include but are not limited to accidents, slips and falls, auto accidents, expenses incurred due to cancellation or modification of the trip, forces of nature, rugged terrain, wild animals, cancellation, strikes, civil disturbance, changes in itinerary, negligent action, mechanical failures, accidents and health risks. Medical services or facilities including emergency health care, physicians or medication may not be readily available during the workshop. Payment of the workshop fee means the participant assumes all associated risk inherent in the workshop as indicated and is personally responsible for the consequences.



For and in exchange for the consideration of the payment of the workshop fee and all other terms stated herein, Participant does hereby release, hold harmless and forever discharge QUIET LIGHT PUBLISHING, its employees, officers, directors and shareholders, and representatives from any and all causes of action, claims for damages, claims for indemnification, claims for attorneys fees, of any type whatsoever arising from any alleged violation or liability whatsoever, lawsuits, indemnification actions of any type without limitation, including claims that have been raised, or could have been raised pertaining to any and all alleged violations and/or breaches of this **REGISTRATION INFORMATION & LIABILITY RELEASE**. This is meant to be a full and complete release as stated herein.

RESPONSIBILITY

Quiet Light Workshops will make every attempt to provide our participants with a safe and memorable experience. Quiet Light Workshops and their employees, subcontractors and suppliers act only as agents for the participant regarding travel including but not limited to, photography, sightseeing, meals, transportation, instruction, lodging and all other services. They are not responsible for injury, theft, loss, accident or delay which may occur by defect or default or any other cause through the acts of any company or individual conveying the participant or carrying out any aspect of the workshop. Quiet Light Workshops accepts no responsibility for losses or expenses incurred due to delay or changes in airline or other services. Likewise, they accept no responsibility for losses or expenses due to, but not limited to, weather, strike, war, civil disturbance, terrorism or quarantine. All such losses or expenses are the responsibility of the participant. Quiet Light Workshops reserves the right to cancel any workshop prior to commencement, in which case a full refund of paid workshop fees will be granted. If workshop enrollment does not reach an acceptable minimum requirement, a small amendment may be added to the workshop fee. Field workshop prices are based on current rates and supplier fees. Quiet Light Workshops reserves the right to increase fees without prior notice. Quiet Light Workshops is not responsible for any other participant workshop preparation costs including non-refundable airline tickets or credit card fees. We strongly recommend the purchase of travel insurance. See INSURANCE above. Your Workshop Registration Form includes a statement indicating that you have read and understood the information contained here. The entire form must be completed, signed and returned by the specified date. Failure to do so will result in decline of participation. Cancellation policy will remain in effect. If Quiet Light Workshops or any individual(s) acting on their behalf is required to incur legal fees to enforce the Assumption of Risk/Responsibility Agreement, the participant agrees to hold Quiet Light Workshops harmless for all such costs. If a lawsuit is filed, the participant agrees to do so solely in the County of McHenry in the State of Illinois.

Your signature on this form is an acknowledgement of your understanding of your responsibilities and your consent and acceptance of them.

Signature _____ Date _____

Print Name _____

Workshop Name/Date _____

This form must be printed out, signed, and mailed to our office to hold your space in selected programs.