## Workshop Frequently Asked Questions (FAQ)

## What are the Seattle Weaver's Guild COVID precautions?

Please visit the SWG website for the most up to date COVID precautions and policies.

## Do you have any beginning weaving workshops?

In general, no. All our workshops are intended for weavers who can independently dress their looms from an assigned draft.

# How much do workshops cost?

For 2023, the goal is to keep workshop cost per day, at, or below \$100. Cost depends on many factors, such as rent for the space, the instructor's fee, transportation, housing for the instructor, and how many people sign up. The entire workshop is financed independent of the guild by the attendees. The guild does not make a profit on workshops.

#### How do I sign up for a workshop?

Sign-up for classes happen online. We anticipate having individual class sign-ups open approximately 3 months before the start of each class. Seattle Weavers' Guild members will have sign-up priority for 2-3 weeks before registration is open to all.

Both signups and payments will be done on-line, using Square software for both. When sign-ups open for each class, you will be directed to a link posted on the website. You will need to pay your deposit with a credit card at the same time you sign up for the class. You will receive an invoice from Square for the remainder of the fee on the final day of the workshop.

The number of students is different for each class, but in general, is around 15. If the class is full when you go to sign-up, you will be directed to email the Workshop chair (workshops@seattleweaversguild.com) to be added to the waiting list. The Workshop chair will notify you if a spot becomes available. You do not have to pay a deposit until a spot in the workshop is available. Waitlists do work!

## Why do I have to pay a deposit?

Deposits ensure people who sign up are serious about attending. The deposit, which is \$100 for multiday classes and \$50 for single day classes, will be returned if the workshop must be canceled. If you are unable to attend the class, let the workshop chair know as soon as possible. The deposit is not refundable unless we are able to fill your spot from the waiting list.

In the unlikely event that the workshop costs less than the deposit, refunds for the difference will only be offered to students if that difference is greater than \$10. If the difference is less than \$10, the difference will be donated to the guild.

# Can non-guild members attend?

Yes, if spots are available. Registration usually opens to non-guild members 2-3 weeks after signups open for guild members.

# I'm not a guild member but signed up for the workshop. May I attend the guild program the workshop instructor is giving?

Yes, you may attend that guild program as a visitor. Please let the workshop chair know you are planning on attending.

## I'm signed up for a workshop. What happens now?

After you've paid your deposit, your spot is guaranteed. Depending on the instructor, you will receive a draft and a required materials list one to two months before the workshop. Four weeks before the workshop, you will receive an email from the workshop chair detailing venue, times, and other information. The email will have an attachment of the workshop rules, as well as a suggested materials list to give you an idea of what is usually needed at a workshop.

Your responsibility is to be set up and ready to weave before the workshop starts each day. Your loom must be dressed before the class begins, unless otherwise noted.

Workshop Frequently Asked Questions.pdf 12/30/2022