

Workshop Cancellation Policy

The New Mexico Watercolor Society has an established policy regarding NMWS-Sponsored Workshop registrations and cancellations:

1. NMWS members must pay a deposit fee (typically \$100 or sometimes the entire fee-if requested) at the time of registration for a Workshop. The fee may be paid via credit card, or debit card.
2. The member's registration is not secure or confirmed until payment is received.
3. After payment of the deposit fee or entire fee for a Workshop, if a member needs to withdraw from the Workshop, for any reason, the member must notify the Workshop Coordinator(s) as soon as possible.
4. Refunds of the Workshop fees will not be given, REGARDLESS of the REASON for withdrawal, unless and until a paid replacement has been found for that seat in the Workshop. An exception to the above will be made if the registrant cancels within 7 days of paying the deposit and that cancellation is more than 60 days prior to the start of the workshop.
5. The Workshop Coordinator(s) will keep a waiting list of potential attendees for the Workshop, in an attempt to fill in for any withdrawals, **but it is ultimately the responsibility of the withdrawing artist to secure a replacement for their seat in the Workshop.**
6. The Workshop Fee and (if applicable) BALANCE DUE payment for the Workshop must be paid, online or by check, prior to the start of the Workshop. Email reminders and invoices will be sent to everyone registered for the Workshop. Failure to pay the BALANCE DUE (if applicable) prior to the start of the Workshop could result in loss of the reserved seat in the Workshop.
7. Refunds of the Workshop Fees will not be given, REGARDLESS of the REASON for withdrawal, unless and

until a paid replacement has been found (see # 4 above for the only exception).

The NMWS Workshop Coordinator(s) understand that last minute emergencies, illnesses, and schedule conflicts arise that cannot be controlled or predicted. We are very sorry when this happens, but due to contractual expenses and obligations to our Guest Juror/Artist and the rental venues, we are not able to make exceptions to this Cancellation Policy.