

826 BOSTON WORKSHOP REGISTRATION INFORMATION



Thanks for signing up for an 826 Boston workshop! We pride ourselves on offering writing workshops that are fresh, interesting, and at least a little bit unexpected.

SIGNING UP: Parents/legal guardians can register their student(s), and students 18 or older must register themselves. You can register for any workshop in several different ways:

- Pick up or download the Workshop Registration Form, fill it out, and drop it off at our center at 3035 Washington Street.
(near Roxbury's Egleston Square)
- Scan and email the completed and signed form to info@826boston.org
- Call 617.442.5400 and sign up over the phone.
(you will be required to sign the form on the first day of the workshop)

COST: Since we have limited space in our workshops, we request a fully refundable deposit per student (\$20 for students under 12 years old and \$10 for students 12 and over). We return to you after the student attends all sessions of the workshop.

No student will be refused a slot for inability to leave a deposit. If you are unable to leave a deposit, please indicate that on the registration form by checking the appropriate box.

DEPOSIT POLICY

- You may leave a deposit in the form of cash, check or a credit/debit card number.
- For your security, do not email your credit card information. Please call the office to provide the credit card number to a staff member.
- Your deposit information is kept secure and is shredded after the workshop.
- If your student misses a session, we will keep your cash deposit, charge your card, or cash your check.
- If you need to cancel your registration, you must call at least 48 hours before the workshop starts to notify the staff or we will keep/process your deposit.
- If the student is sick or there is an emergency on a day the student is registered to attend a workshop session, please call 826 Boston at **617.442.5400** to notify the staff as soon as possible.

If you have any questions, you can ask a staff member in our center at **3035 Washington Street** in Roxbury, call us at **617.442.5400**, or email [**info@826boston.org**](mailto:info@826boston.org). We look forward to seeing what we all create together in the upcoming workshops!