

Palm Coast Decorative Painters
Teacher Submission Contract for 2019 Workshop

Name: _____

Address: _____

Phone: _____ Email: _____

Title of Project: _____ Medium: _____

Skills to be taught (stroke work, floating, dry brush, etc.): _____

Original Design _____ or Designing Artist's Name: _____

Permission given to teach project? _____

PCDP pays \$12 per registered student to the teacher. If there are ten (10) or fewer registered participants for a workshop, the workshop may be canceled by the agreement of the teacher. In the event of such a cancellation, no fee will be paid to the teacher. If the teacher decides to hold the workshop with ten (10) or fewer participants, the teacher will be paid a flat fee of \$120.00.

Teacher will provide workshop chair with a minimum of ten (10) prep packets or more as requested by Workshop Chair, up to the class limit. The packets to include a list of supplies, the line drawing, special needs and prep sheet for each student two (2) months prior to the class. At class time, teacher is to supply each student with a color picture (if not given prior) and detailed instructions for the project. If this is not an original design, the teacher must indicate the artist's name and source of the design on the instruction sheet. It is the teacher's responsibility to obtain the artist's permission in writing. The cost of copy services is absorbed by the teacher. If a special surface is required or has to be ordered, the cost and availability of the surface will be indicated in advance. If a class is canceled by the teacher after students have paid for surfaces/supplies sold by the teacher in connection with the class, the teacher will reimburse students for costs incurred. The teacher is expected to bring one set of paint and other mediums used during the workshop. **CAMERA EQUIPMENT IS AVAILABLE AND TEACHER IS REQUESTED TO MAKE USE OF IT.** A pattern packet will be supplied on the day of class to each registered student.

NOTE: PLEASE DO NOT specify any paint color or item that has been discontinued. If an original paint color has been discontinued, it is up to the teacher to furnish the name of a replacement color(s). Also, **PLEASE DO NOT** submit any project that has been taught in the past five (5) years to any other chapter in our area.

Chapter meetings and workshops are usually the first Saturday of the month. The teacher will determine the maximum number of students with workshops

lasting 4-5 hours. Whole-day workshops will start no later than 10:00 a.m. (after Chapter meeting) until approximately 4:00 p.m. with a break for lunch. The teacher will receive a list of registered students two (2) days prior to class.

Submissions for consideration must be handed in before October 1st and include this filled-out form, color photo, and any special instructions of needs. After receipt of the proposed projects, the Board will review them for voting by the members at the November meeting. Teachers will be notified and a mutually convenient workshop date will be decided. A signed copy of this form must be submitted three months in advance of the date of the class to be covered by Chapter insurance.

Circle any and all dates that you are available to teach: January 5; February 2; March 2, April 6; May 4; June 1; July 13 (second Saturday); August 3; September 7; October 5; November 8 (second Saturday).

I have read and accept the above conditions.

Signature of Teacher: _____

Date: _____