



# GREENWICH HOUSE POTTERY REGISTRATION FORM

Return completed form to Greenwich House Pottery, 16 Jones Street, NY, NY 10014

Name \_\_\_\_\_

If under 18, Parents Name \_\_\_\_\_ Child's Age \_\_\_\_\_

Billing Address & Apt. \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone, [mobile:] \_\_\_\_\_ [work:] \_\_\_\_\_ [home:] \_\_\_\_\_

Email Address \_\_\_\_\_

How did you hear about us?  News Article  Social Media  Internet  Mailing  Friend

Name of Publication, Site, or Friend \_\_\_\_\_

### I would like to sign up for the following courses:

For the **FALL** term, register me for: \_\_\_\_\_ [class number], AND for \_\_\_\_\_ (optional)  
My alternate choices in order of preference are: \_\_\_\_\_ [class number(s)].

For the **WINTER** term, register me for: \_\_\_\_\_ [class number], AND for \_\_\_\_\_ (optional)  
My alternate choices in order of preference are: \_\_\_\_\_ [class number(s)].

For the **SPRING** term, register me for: \_\_\_\_\_ [class number], AND for \_\_\_\_\_ (optional)  
My alternate choices in order of preference are: \_\_\_\_\_ [class number(s)].

Please add up the tuition for each class you will register for Tuition \$ \_\_\_\_\_

Please consider making a tax-deductible contribution to GHP to support our programs \$ \_\_\_\_\_

- I NEED A PAYMENT PLAN: I am a returning student in good standing with previous payment plans; I would like to set up a payment plan. I realize that this is pending GHP approval; if approved 33.3% of tuition is due; payment is enclosed or will be charged at time of registration, credit card is required. A staff member will be in touch to set up a payment schedule and I will sign the payment agreement on or before the first day of class.

Total \$ \_\_\_\_\_

### PAYMENT METHOD

- Please make checks payable to: **GREENWICH HOUSE INC.**
- Alternatively, provide credit card information below:

Method:  Check# \_\_\_\_\_  Cash  Money Order  Credit Card  
Check card type:  Visa  MasterCard  Amex  Discover

Name on Card \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration \_\_\_\_\_ Security Code \_\_\_\_\_

Signature \_\_\_\_\_

Email confirmation will be sent once registration has been processed. Refunds or credits issued only in accordance with our Refund, Reimbursement & Transfer Policy. Registration constitutes understanding and agreement with this policy. Checks returned due to insufficient funds will be charged a \$50 fee; future checks will not be accepted.

Registrations are timestamped in the order they are received, Mail-in registrations will be entered when registration opens.