

## Classes and Workshops General Information

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**Location and Schedule:** Classes are held at Cloth Fiber Workshop in the Cotton Mill Studios Building, 122 Riverside Dr., Studio D in Asheville's River Arts District. Workshops are one or two day-sessions, typically offered on the weekend.

**Registration:** All classes are open to students age 16 and over unless stated otherwise in the description. Registration is confirmed only after full payment is received. Class size is limited and spaces are filled on a first-come, first-served basis. To increase your chances of securing a space, please register no later than two weeks before class begins.

### Payment Options:

**Online:** Register and pay for classes online by clicking the "Add to Cart" buttons in the class/workshop description. Your payment will be processed through PayPal, which accepts all major credit cards.

**By Mail:** If you'd like to pay by check or money order, download and fill out the Registration Form and send with payment to Cloth Fiber Workshop, P.O. Box 17401 Asheville, NC 28816

**By Phone:** Credit card payments may be made by phone by calling 828.505.2958.

**In Person:** After April 10th, cash, credit card and check payments may be made in person at our Cotton Mill location during open hours: Mon - Thurs, 10 am - 1 pm and Fri and Sat, 10 am - 4 pm.

**Cost of Materials:** Registration fees do not necessarily cover the cost of materials used by students. Some materials must be purchased from the instructor; other materials should be provided by the student. Some classes also require a studio fee for supplies used by the group; this fee is payable at end of class and will usually not exceed \$30 per person. All required materials/tools and fees will be listed in the class/workshop description about one month prior to the first class.

**Transfers, Cancellations and Refunds:** Students may transfer their registration fee to another class/workshop up to 14 days prior to the first day of the original class/workshop without incurring a transfer fee. Students who request a transfer after that time will be charged a \$15 transfer fee.

Students who withdraw from a class/workshop up to 14 days before a class/workshop begins will receive a refund of the registration fee, less \$35. No refunds will be made for withdrawals made after that time.

If Cloth Fiber Workshop cancels a class/workshop for any reason, Cloth will inform all registered students as soon as possible and offer an opportunity to transfer to another class. No transfer fee will be applied. Students who do not wish to transfer to another class will receive a full refund of their registration fees.

**Safety:** Students should be aware that in some classes they might be using tools that, if used improperly, can cause injury. Classes will include instruction in the proper use of tools and materials; however, students assume the risk of working with any tools and materials used in all classes and workshops.

**Parking:** Parking is available in the Cotton Mill Studios parking lot.

**Food:** Lunch breaks are generally one hour during weekend workshops. You are welcome to bring your lunch or go to an area restaurant.

**Accommodations:** There are a number of hotels and B&Bs in and around the downtown Asheville area. Please see [www.asheville.com/lodging/](http://www.asheville.com/lodging/) for more information.

**Questions?:** Call 828.505.2958 or visit [www.clothfiberworkshop.com](http://www.clothfiberworkshop.com) if you have any questions.

