

# STUDIO ART AT THE MORRIS MUSEUM

## Policy and Registration

**Registration.** One registration sheet per person. Programs are held in various areas of the museum. With confirmation, participants will be advised of the room where their class meets. Registration is accepted by phone, by e-mail ([StudioArt@morrismuseum.org](mailto:StudioArt@morrismuseum.org)), or by US mail. Registration and payment must be received one week (7 days) before the start date of the class. Enrollment cannot be confirmed until full payment is received.

**Refund Policy.** Participants wishing to withdraw from a class or workshop must send written notice via email to [StudioArt@morrismuseum.org](mailto:StudioArt@morrismuseum.org) or US mail postmarked two weeks (14 days) prior to the start date of the first class meeting. Students withdrawing two weeks or more in advance of the class will receive a full refund minus \$25 processing fee. Withdrawals or cancellations made less than two weeks before the start of the class will receive no refund or credit. The Morris Museum reserves the right to cancel a class one week (7 days) prior to the start date of the first class meeting, and depending on the instructor, in rare cases even fewer days' notice. In the case of a class cancellation, a full refund will be issued. No refunds are given after a class begins.

**Students missing classes** by their own decision or withdrawing after the class begins will not receive a refund, credit, or a make-up day.

**Child Pick-up.** All minors must be signed out of the Museum by a parent or parent-approved adult.

**Instructor Substitutes.** The Morris Museum reserves the right to substitute instructors of equal expertise and teaching abilities for any class or workshop.

**Weather Dates.** In the case of inclement weather, Studio Art program personnel will make calls to participants to alert them to the closing of the Museum. Participants should also call the Museum's main number, 973.971.3700, for information. In the case of a closing, the Museum will reschedule a class in a manner as timely as possible. The Museum understands that in some cases, time and space will not permit a rescheduling of a class, and that a pro-rated refund may be in order – the Museum has final decision in such cases. Museum is closed, there will be no classes.

### *Questions?*

#### **Contact:**

Andrea Marshall  
[StudioArt@morrismuseum.org](mailto:StudioArt@morrismuseum.org)  
973.971.3740

Morris Museum  
6 Normandy Heights Road  
Morristown, NJ 07960

# STUDIO ART AT THE MORRIS MUSEUM

## Registration Form

Student's Name \_\_\_\_\_ Age (if minor) \_\_\_\_\_

Parent's Name (if minor) \_\_\_\_\_

Address \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-mail \_\_\_\_\_

Home phone (\_\_\_\_\_) \_\_\_\_\_ Work phone (\_\_\_\_\_) \_\_\_\_\_

Cell phone (\_\_\_\_\_) \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Please make us aware of any special needs, allergies or other conditions: \_\_\_\_\_

Are you a current member of the Morris Museum?  Yes  No

Class/Workshop Date(s)	Class/Workshop Title(s)	Tuition

Morris Museum Membership  new  renewal

Per Year:  Patron \$ 165  Family \$ 70  Individual \$ 50

Senior \$ 45  Teacher \$ 45  Student \$ 30

Tuition Total:	
Membership:	
Total Amount Due:	\$

Enclosed is my check payable to the Morris Museum.

...OR...

Credit Card:  Visa  MasterCard  Discover  American Express

Account Number: \_\_\_\_\_ CCV# \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Zip Code of Billing Address: \_\_\_\_\_ Total Amount: \_\_\_\_\_

Signature: \_\_\_\_\_

Complete this form and mail to:

Morris Museum  
6 Normandy Heights Road  
Morristown, NJ 07960  
Attn: Studio Art Program

Contact:

Andrea Marshall  
Studio Art at the Morris Museum  
Phone: 973.971.3740  
www.morrismuseum.org