



2010 Fall Acting Workshops Enrollment Form

Classes: August 21 through October 24, Saturday/Sunday afternoons from 1:00 pm – 3:00 pm
All classes are at Theaterlab (137 W 14th St, NYC)

Name (first and last) _____

Address _____

Daytime Phone _____ Evening Phone _____

Email Address _____

CLASS CODES and FEES:

Enrollment fee is \$250 for each workshop. This fee includes all 5 workshops and a \$50 non-refundable deposit.

FALL1: The Art of Acting, Session 1 (All Gay Class)
FALL2: Mastering Auditions, Session 2
FALL3: Mastering Auditions, Session 3 (All Gay Class)
FALL4: Mastering Auditions, Session 4

CLASS CODE	DESCRIPTION	FEE
		\$
TOTAL DUE AT ENROLLMENT:		\$

ALTERNATIVE THEATRE COMPANY PAYMENT POLICY: 2010 Fall Acting Workshop enrollment fees must be received by August 22, 2008. VISA, MasterCard, American Express and Discover cards accepted for online payments only. Please make checks and money orders payable to Alternative Theatre Company. A \$25 fee will be charged for all returned checks. A \$50 non-refundable deposit is included with all payments. No refunds or credits will be given unless requested at least one week prior to start of class.

ENROLLMENT WILL NOT BE PROCESSED WITHOUT: Payment and Signed/Initialed Alternative Theatre Company Policies.

PAYMENT METHOD: online _____ check _____ money order _____

Online Order Number: _____

Send all completed enrollment forms along with payment no later than August 14, 2010 (for Sessions 1 and 2) or September 11, 2010 (for sessions 3 and 4) to:

Alternative Theatre Company
PO Box 846
New York, NY 10163

Please direct any questions to altrcompany@aol.com or call (212) 464-8875.

Alternative Theatre Company Policies

Payment Policy:

Payment for seminars and classes are due at the time of registration.

We accept checks and money orders by mail only (\$25 fee for any returned checks) and Visa, MasterCard, American Express and Discover online at www.AlternativeTheatreCo.org.

WE REGRET THAT WE ARE UNABLE TO GIVE REFUNDS UNDER ANY CIRCUMSTANCES!

Professional Courtesy:

- Please be on time! (arrive 10 minutes prior to your class start time)
- Always check-in with both the receptionist and the AC Host for your class/seminar.
- Be prepared with your material, your picture and resume, a notepad, pencil and dress appropriately.
- Always call if you are running late or if canceling. **WE MIGHT BE ABLE TO REPLACE YOU!**

Cancellation Policy:

The policy for a class or special event cancellation is 7 days prior to the start date in order to receive credit for monies paid (minus a \$50.00 non refundable deposit). _____ Initial

Deposit can be used for any and all classes at Alternative Theatre Company (not good for performances or productions). It is YOUR responsibility to read and know any changes in policy classes and schedules. _____ Initial

If you cancel in time, credit is automatically returned to your account. If you are canceling late, no credit is given unless we find a replacement for you. We have, on occasion, been able to replace actors who late cancel with others from wait lists or who might be standing by. If you are replaced, as a courtesy, we will not charge you for the late cancellation. **DON'T CALL THE OFFICE AND ASK HOW MANY PEOPLE ARE ON THE WAITLIST OR HOW LIKELY IT IS THAT YOU MIGHT BE REPLACED.** This does not help your cause! Please consider any late cancellation a charge on your account, and any resulting replacement a courtesy. You may want to re-adjust your schedule to attend, since although we do our best to have full seminars we can never promise a replacement. The main reasons for late cancellations are illness and last-minute work. As much as we empathize with these situations, we would not be able to stay in business if we didn't charge, even when these situations occur. _____ Initial

If you are a "no show" for a class, you will not receive credit under any circumstances. Always call! We might be able to replace you! _____ Initial

I've read all the information above and agree to all the terms and conditions:

X _____ date _____
Signature