

WORKSHOP: SIGN UP/ CANCELLATION/REFUND POLICY

This policy applies to Dawn Whitelaw Workshops in Franklin, TN at On Track Studios.

SIGN UP

In order to secure your spot in one of Dawn's workshops, a deposit of 1/2 of the tuition is required at signup. The balance due must be paid by 6 weeks prior to the beginning of the workshop in order to keep your place. We are able to accept your payment via check (our preferred method) or PayPal using the Friends and Family option. All checks should be made out to Dawn Whitelaw and sent to:

Dawn Whitelaw
On Track Studios
1978 Wilson Pike
Franklin, TN 37067

CANCELLATION AND REFUND

Cancellations requested 30 days before the workshop, will receive a refund, minus a \$50 administration fee.

Cancellations requested less than 30 days before the workshop, will be given no refund unless your space can be filled. If your space is filled we will refund all money paid to us, minus a \$50 administration fee.

Anytime you cancel your registration in one of Dawn's workshops, you have the option of rolling the money paid forward, including the \$50 administration fee, to a future workshop.

MENTORING: SIGN UP/CANCELLATION/REFUND POLICY

SIGN UP

In order to secure your spot in the calendar for the online mentoring program, a \$200 deposit is required. The balance due must be paid two weeks before the mentorship is to begin. We are able to accept your payment via check (our preferred method) or PayPal using the Friends and Family option. Payments for the mentorship can be paid in installments, if needed.

All checks should be made out to Dawn Whitelaw and sent to:

Dawn Whitelaw
On Track Studios
1978 Wilson Pike
Franklin, TN 37067

CANCELLATION AND REFUND

Cancellations requested 30 days or more before the mentoring is to begin will receive a refund minus a \$50 administration fee.

Cancellations requested less than 30 days before the mentoring time slot, will be given no refund unless your space can be filled. If your space is filled we will refund all money paid to us, minus a \$50 administration fee.