

*Write It Out: The Journal  
as a Tool for Growth  
& Lasting Change*

StudioGraphia, LLC  
PO Box 40983 Tucson, Arizona 85733  
WriteltOutJournal.com  
Info@WriteltOutJournal.com



## Write It Out Journal Workshop Registration Form

Name:		
Company:		
Address:		
City:	State:	Zip Code:
Phone:	Fax:	Email:

EVENT	DATES	COST
<b>TOTAL DUE:</b>		

Retreat Workshop registration fee includes workshop facilitation, materials, meals, and 2 nights lodging.  
5-Week Workshop registration fee includes workshop facilitation, materials, snacks and beverages.

**Special Needs:** Please make note of any special dietary needs (including vegetarian), allergies, or handicaps that Write It Out Journal Workshop Facilitators should be aware of. \_\_\_\_\_  
\_\_\_\_\_

Please provide an **emergency contact name and phone number.** \_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_, agree to honor the **CONFIDENTIALITY** of all other participants.  
(print name)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Terms and Conditions of Write It Out Journal Workshop Registration

## Confidentiality:

By participating in this Journal Workshop, each writer explicitly and implicitly agrees to honor the **CONFIDENTIALITY** of all other participants. If you disagree with this essential condition of participation, we can provide suggestions for other writing and journaling experiences you might want to investigate instead of this Workshop.

**Substitutions:** If you are unable to attend the workshop, you may send a substitute—even at the last minute. Just contact us to inform us of the change.

**Invoice Payment:** Upon submitting the above registration form an invoice will be sent to you within 72 hours. Registration is not complete until full payment has been received. Payment can be made by US check or money order made payable to *StudioGraphia, LLC* and mailed to PO Box 40983 Tucson, AZ 85733. Alternatively you may pay with a debit or credit card payment through PayPal to [registration@writeitoutjournal.com](mailto:registration@writeitoutjournal.com).

## Refund Policy

Time of Cancellation	Refund
At least 30 days prior to workshop	85%
30-15 days prior to workshop	70%
Less than 15 days prior to workshop	No Refund Given. Full Credit towards another Workshop will be issued.

In fairness to all attendees, confirmed participants who do not cancel and do not attend are liable for the entire fee unless *Write It Out Journal Workshop* Facilitators are notified in advance.

**Program Changes:** *An event may be cancelled by Write It Out Journal Workshop Facilitators up to 30 days prior to the scheduled start if there are not enough registrants or due to circumstances beyond our control. Should the event need to be postponed due to circumstances beyond our control, there will be no compensation for any expenses incurred by the registrants beyond the registration fees. In these circumstances, the Workshop will be rescheduled for the same location as soon as possible.*

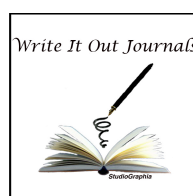
**Special Needs:** If you have any dietary restrictions, allergies, special needs or handicaps, please make note on the first page of the registration form and again when you check in on the first Workshop day.

**Workshop Materials:** Workshop registration includes Workshop facilitation, materials, and healthy snacks.

**Location:** Workshops are held at retreat centers or training facilities in Tucson, Arizona, USA. Registrants will be provided with address details upon registration. Special themed workshops and other events or presentations may be held on location for organizations or groups.

**Transportation:** Registrants are responsible for arranging their own transportation to and from the Workshop locations.

**Meals:** For Workshops longer than 4 hours, lunch is included. All meals are provided for Retreats. Commuters may purchase extra meals directly at the facility. Beverages and light snacks are provided to registrants each workshop day.



Write It Out Journal Workshops

*StudioGraphia · PO Box 40983 Tucson · AZ 85733 · [registration@writeitoutjournal.com](mailto:registration@writeitoutjournal.com) · <http://writeitoutjournal.com>*