

Thank you for your interest in having Sassafra Lane Designs come for a visit! Please read the following pages to answer any questions you may have about our visit. Feel free to contact us at contact@sassafra-lane.com with any additional questions.

Kristy (the mom) and Shayla (the daughter) are in two different locations, but we love to teach together. We know this is inconvenient for travel expenses, but we will hunt for the best prices and hope you will enjoy having the two of us. Our quilt stash is in Seattle, so when we refer to local lectures below, we mean the Seattle area.

Fees & Information

- *Lectures:* \$300 for a 45-60 min lecture/trunk show, plus Q&A session. Minimum of 1 full day workshop or 2 half day workshops is required to reserve a non-local lecture.
- *Workshops:* \$450 per full day workshop (6-7 hours with lunch break). \$250 per half day workshop (3-4 hours). Minimum of 6 students and maximum of 25 unless there is adequate space.
- Payment for lecture and workshops is due upon immediate completion.
- *Trunk Shows:* Sassafra Lane Designs patterns and hardware kits will be available at workshops and lectures. Standard wholesale rates will apply for quilt stores and no commission is collected by guilds.
- If desired, trunk shows can be shipped ahead of time to quilt stores to be displayed.

Classroom Expectations

- Ample irons to be provided, we suggest 1 for every 4 student.
- Students will have room to cut, sew and layout blocks.
- Each student is required to purchase a pattern for the class, no sharing please.

Lectures

We can cater the chat to meet your needs! We love to give a lecture/trunk show combo that takes you through our pattern design history and process.

Workshops

Workshops can also be geared toward your desires! If you need help choosing, we have tons of ideas, some of which include: Mini Piccadilly Circle & Creating a Color Wheel, Welcome to the World of Foundation Paper-Piecing, Arcadia Avenue & Getting Perfect Centers, Get Fussy with Clay Court and Don't Fear the Zipper Bag Making. Supply lists will be emailed once the topics are nailed down. For some projects, cutting is required before the class.

Transportation

Travel Expenses are paid for by the guild or quilt store. These include:

- Round trip airfare from Denver, CO and Seattle, WA (if local (Seattle area), airfare from Denver, CO for Shayla, we will pay for return flight)
- Transportation to and from the airport and to/from the workshops & lectures. If driving, mileage at current IRS rate per mile.
- Luggage fees for 2 suitcases (if applicable), we love flying Southwest, so this rarely applies!

Flight arrangements will be made by us, or the travel guru of the the guild or quilt store with our agreement on dates, routes and airlines. We know things are expensive, so we will do research to get you the best prices.

Lodging

We require one hotel room - two beds preferably, or one big one!

Meals

All meals are provided by the guild or quilt store. And if you can point us in the direction of coffee, we will be energizer bunnies all class long!

Sharing the Expenses

If local stores and guilds would like to team up to share the expenses of flying the two of us out, that works for us! The groups will be asked to work together to divide the airfare and lodging expenses.

Cancellations

The guild or quilt shop may cancel due to insufficient enrollment at any time prior to the purchase of airline tickets or will be responsible for paying the cost of the airline tickets. If your workshop is canceled in the middle of the multiple store/guild trip, your group is responsible for the fee negotiated in this contract.

Agreement

A signed copy of this contract must be returned to us before a firm commitment can be made. If your guild or quilt store would like to reserve future dates, but have not booked a venue or made decisions on which workshops to schedule please insert TBD on the form. A completed copy of this contract must subsequently be forwarded at a later date. Airline tickets will not be purchased until a completed contract is received.

I have read the above letter of agreement and I understand and agree to the terms:

Guild / Quilt Store Representative

Name: (printed) _____

Address: _____

Phone: _____ Email: _____

Signature & Date _____

Lectures Requested

1. Title of Lecture: _____

Date: _____ Time: _____

2. Title of Lecture: _____

Date: _____ Time: _____

Location: _____

Workshops Requested

1. Title of Workshop: _____

Date(s): _____ Time: _____

2. Title of Workshop: _____

Date(s): _____ Time: _____

3. Title of Workshop: _____

Date(s): _____ Time: _____

4. Title of Workshop: _____

Date(s): _____ Time: _____

5. Title of Workshop: _____

Date(s): _____ Time: _____

Location of Workshops (if different from Lecture location) :
