

ALWAYS GRACIOUS - The Academy of Etiquette and Charm

PO Box 258
Malverne, NY 11565-0258
www.alwaysgracious.com
alwaysgracious@optonline.net

APPLICATION FOR WORKSHOPS

Date: _____

Student Name: _____

Address: _____

Date of Birth: _____ Telephone: _____

Cell Phone: _____ E-mail: _____

Parent Information (complete if student is a minor):

Mother Name _____ Cell Phone: _____ E-mail: _____

Father Name: _____ Cell Phone: _____ E-mail: _____

I would like to register for following workshop/s:

Table Etiquette

- TABLE MINI MANNERS
- MY FIRST TABLE MANNERS
- CHILDREN TABLE ETIQUETTE
- TEENS TABLE ETIQUETTE
- DINING SKILLS FOR ADULTS
- FAMILY TABLE ETIQUETTE

General Etiquette

- MINI MANNERS FOR ME
- MY DAILY MANNERS
- EVERYDAY MANNERS- CHILDREN
- GOOD MANNERS - TEENS
- SOCIAL SKILLS FOR GROWN UPS
- MANNERS FOR SPECIAL OCCASIONS

Image and Style

- IMAGE AND STYLE - GIRLS
- IMAGE AND STYLE - TEENS
- IMAGE AND STYLE - ADULTS

Student Signature: _____

Date: _____

Parent Signature (if student is a minor) _____

Date: _____

Class Policies & Information

Before signing up for a class, please read the text below. By signing up, you are confirming that you understand the information below (including our cancellation policy).

1. Always Gracious Academy reserves the right to cancel this contract at any time. If Always Gracious Academy cancels a class due to insufficient students, you will be contacted using the phone number and/or e-mail address that you gave when signing up and at its sole discretion, and management's sole liability shall be to refund the student the money he/she paid for the class.
 2. If you do not attend the class, all payments are non-refundable. The entire class fee is non-refundable, nontransferable, and no future credit will be given - no exceptions.
 3. Always Gracious Academy retains the right to any photographs/video taken during classes or workshops for use in publicity or advertising.
 4. If you write a check that is returned by your bank for any reason, you will be responsible to pay a \$30 fee to cover bank fees and inconvenience (in addition to the class fee).
-

Please make your check payable to ARELY MENDOZA and send it with this application to the following address:

ALWAYS GRACIOUS
The Academy of Etiquette & Charm
Po Box 258
Malverne NY 11565-0258

ALWAYS GRACIOUS - The Academy of Etiquette and Charm

PO Box 258
Malverne, NY 11565-0258
(516) 593-3817
www.alwaysgracious.com
alwaysgracious@optonline.net

CERTIFICATE AWARDING LIST

PLEASE PRINT ALL THE NAMES OF PERSONS THAT WILL PARTICIPATE IN THE WORKSHOP.

ALWAYS GRACIOUS ACADEMY IS NOT RESPONSIBLE FOR NAMES THAT ARE ILLEGIBLE.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.