TAMPA BAY SURFACE DESIGN GUILD

INSTRUCTOR WORKSHOP PROPOSAL

WORKSHOP TITLE ___________________________________________________

DATE___/_____/____ INSTRUCTOR'S NAME____________________________________

CONTACT PHONE (_____)____________________________________

EMAIL _____________________________________________________________

WEBSITE (optional)__________________________________________________

INSTRUCTOR'S FEE $_______  + BEACH ART CENTER FEE $15

MATERIALS/KIT, if any $_______ TOTAL $________

Please note: Instructors are required to fill out an IRS W-9 prior to the workshop in order to receive payment.

On separate pages, please answer each of these questions about your workshop. Please type, as this information will be added to a guild workshop notebook, as well as to promote the workshop on our website and in our newsletter.

1. What is the goal of this workshop? What is the project(s) participants will create?

2. What is the objective of this workshop? What is the creative process for the technique?

3. What materials will be used? Will you provide a kit or will participants bring their own?

4. What tools will be used? Again, will you or the participants supply the tools? Will the tools need to be made in advance?

5. Can this workshop be designed for both introductory and advanced levels? Would you be willing to offer the workshops at different times for different levels?

6. What terminology is used in this workshop? Please include a short definition of each term so we can add it to our surface design glossary.

7. Please, include a brief bio for members who may not know how fabulous you are.

8. And finally, please be prepared to talk briefly about your workshop during the membership meeting prior to the workshop date to encourage members to sign up.