

# **Annemarie Willems Producties**

## **(AWProducties)**

### **General Terms and Conditions – Jazz Choirs - 2019 - 2020**

#### **1. Registration**

You can register by means of a registration form. Registration forms can be downloaded from [www.annemariewillems.nl](http://www.annemariewillems.nl). Alternatively you can request a registration form by e-mailing: [annemariewillems@ziggo.nl](mailto:annemariewillems@ziggo.nl) or by calling 06 40174197. You will subsequently receive a registration form by either e-mail or ordinary mail. Completed forms should be returned to Prinsestraat 54, 2513CE Den Haag, c/o AWProducties.

Please note that only duly completed and signed registration forms will be considered. By registering you agree to these general terms and conditions.

You are kindly requested to register, if possible, at least one week before the start of the course.

Registration during the course year is only possible after consultation.

#### **2. Validity of registration**

Your registration will be confirmed in writing. Subsequently you will receive an invoice for the first installment of the course fee. Your registration is final upon receipt of the course fee.

#### **3. Placement**

Registration forms will be processed in order of arrival. You will be contacted when the desired course is already fully booked. In this case you have the choice to opt for a different course, provided you meet the course requirements, or have your name put on the waiting list.

In case there are insufficient participants for a particular course, you will be notified one week before the start of the course. You will also be contacted to discuss possible alternatives, e.g. a different course altogether or have your name put on the waiting list.

In both cases applies : If no suitable alternative can be agreed upon, the course fee will be refunded within two weeks.

Participation in a course is personal and not transferable.

#### **4. Ooievaarspas**

Holders of an Ooievaarspas are entitled to a 50% discount on the course fee with a maximum of € 165,- per person per calendar year. Please indicate so on the

registration form. We kindly request you to bring your Ooievaarspas at the start of the course. A pass reader will be available.

## 5. Payment

The course fee is € 420. The first instalment of € 210,- is due within two weeks after confirmation of your registration or before attending the first course day in week 37 of 2019, whichever comes first. The second instalment of € 210,- is due in week 45 of 209.

Payment of the course fee, with reference to the invoice number, by transfer to:

IBAN: NL 60 ASNB 0933 1019 61  
c/o. A.M.H.L.Willems.

## 6. Schedule

The course year starts on the 9<sup>th</sup> of September 2019 and ends on the 6<sup>th</sup> of July 2020. Holidays are according to the school holiday schedule for the region The Hague. Refer to the last page.

## 7. Cancellation by Student

Registration commits students to the total course duration. In the event of cancellation the student is still liable for the total course fee, irrespective of the number of lessons attended.

An exception can be made in a case of a move outside a 30 km radius of The Hague (an excerpt from the population register can be requested) or in case of illness preventing the student from attending the lessons. In this case the student will receive a refund of the course fee for the remaining period of the course year as from the date of cancellation. In case the course has not started yet, the student will receive a full refund of the first instalment. In both cases € 25,- will be deducted for administration costs.

## 8. Termination by AWProducties

In case of a premature termination of the agreement by AWProducties, complete restitution of the remaining course fee will be made.

## 9. Illness or absence of teacher

In case of illness or absence of the teacher, the teacher will arrange for an equally suitable replacement. In case this is not viable, a substitute lesson will be arranged.

## 10. Illness or absence of student

In case of illness or absence the student is kindly requested to inform the teacher as soon as possible. Missed lessons will not be compensated for, nor are they transferable to the next course year.

## 11. Complaints Procedure

If, for whatever reason, you are not satisfied with the services rendered by

AWProducties, you can file a complaint via e-mail, or via ordinary mail:  
Prinsestraat 54, 2513 CE Den Haag, t.n.v. AWProducties.

## 12. Liability

You are present in the class room at your own risk. AWProducties, Stichting Koorenhuis or the property manager of the training facilities are not liable for damage to persons and/or personal belongings, neither are they liable for theft or loss of personal belongings during courses, workshops and other activities organised by AWProducties.

### School Holiday Schedule for Region The Hague 2019 – 2020

Summer Holidays	Monday 22-7-2019	until Friday 30-8-2019
Autumn Holidays	Monday 21-10-2019	until Friday 25-10-2019
Christmas Holidays	Monday 23-12-2019	until Friday 3-1-2020
Spring Holidays	Monday 24-2-2020	until Friday 28-2-2020
May Holidays	Monday 27-4-2020	until Friday 8-5-2020
Summer Holidays	Monday 20-7-2020	until Friday 28-8-2020