

# Terms and Conditions

Please read carefully before completing your registration and payment.

Art Center Padula reserves the right to update the Terms and Conditions at any time. The Terms and Conditions, once published on this page, will be effective immediately.

## COVID-19 Policy

### Participant cancellations due to Covid-19

Should you need to withdraw from a class based on medical advice or from Government directive that you should be isolated at this time, please inform Art Center Padula as soon as possible.

Refunds will take place as stipulated in below Cancellation, Refund and Transfer Policy.

### Art Center Padula cancellations due to Covid-19

Should a workshop have to be canceled due to Government health directive, any student enrolled in that workshop will be contacted and a refund will be arranged.

### COVID requirements for traveling to or residing in Italy

While in Italy, you may be asked to demonstrate your COVID-19 protective status by a government health certificate, a valid negative test or a certificate of recovery. Participants are required to adhere to these requirements and others as they evolve. Participants will be promptly informed of any relevant and /or new regulations before and during their stay. Most common questions are answered on the following site: <https://www.italia.it/en/covid19>. When in doubt, please consult your relevant government agency for additional information.

## Cancellation, Refund and Transfer Policy

Art Center Padula reserves the right to amend any class, tutor, or schedule. In such circumstances, we will endeavor to provide a substitute of equal standing. Should a class have to be canceled for any reason, such as insufficient enrolments, any student enrolled in that class will be contacted and an alternative class, credit or refund arranged.

### Refunds

Fees are refundable, depending on the time remaining until workshop commencement, and except for the deposit amount of \$500.00.

### Cancellation by participants

If you choose to cancel a class, what you will receive back depends on the time you notify Art Center Padula. See our cancellation timeframes and options below:

- **Cancellations up to 2 months before class commencement**

If you choose to withdraw from a course or workshop more than two months before workshop start, a full refund, minus the deposit amount, will be made in case of cancellation by the participant.

- **Cancellations up to 1 month before of class commencement**

If you choose to withdraw from a workshop less than two months but more than one month before workshop start, you will be eligible for a 50% refund, minus the deposit amount.

- **Cancellations within one month (30 days) of class commencement**

No refunds will be made for cancellation in the month preceding the start of the workshop, regardless of the reason.

The above mentioned periods may differ slightly per workshop. If so, exact information for cancellation is provided in the registration module for a particular workshop. We strongly advise our participants to procure cancellation insurance to cover costs not included in the workshop fee.

### Cancellation by Art Center Padula

In case Art Center Padula needs to cancel for whatever reason, a full refund will be made, regardless of the remaining period until workshop commencement. No compensation will be made for travel costs or other costs that are not part of the workshop fee.

## Payment of fees

Workshop fees are listed with the course details on our website. Payment of at least the deposit amount via Paypal payment is required at the time of enrolment to secure your place.

## Health & Safety

If you have an existing medical condition, allergy or disability that may affect your participation in a class, you should notify the Art Center Padula at the time of enrolment. Art Center Padula will make a reasonable effort to facilitate dietary restrictions and, if necessary, to provide information about medical assistance near the workshop location. Art Center Padula does not assume any responsibility or liability for issues relating to pre-existing conditions, nor for any accidents on location. Participants are expected to travel with sufficient insurance to cover any medical needs that may arise. Art Center Padula does not assume any responsibility or liability for theft of, or damage to, materials or possessions of participants. Participants are expected to insure any valuables that they travel with. Art Center Padula will provide language support where needed in case local authorities must be contacted.

## Art Materials

Materials lists for workshops are included in the class information sent out prior to the workshop and on the web page FAQ. Participants are required to supply their own art materials unless otherwise specified in the workshop description.

## Fair use policy

In cases where workshop fees include food and drink, a fair use policy is applied to consumption. In case participants do not respect fair use, even after a clear notification, Art Center Padula reserves the right to apply a surcharge.

## Punctuality

Out of respect for other participants and instructors, participants are requested to be punctual for agreed appointments.

## Privacy

### Marketing materials

From time to time we take photos or videos during the workshops of students and/or their artworks. These images are used for promotional purposes such as press advertising, brochures, social media, editorials and websites. These photos will never be sold and will be used exclusively by Art Center Padula and for above-mentioned purposes. As a Condition of Enrolment your consent is implied. You may opt out by submitting an opt-out request in writing to [artcenterpadula@gmail.com](mailto:artcenterpadula@gmail.com).

### Sharing of information with Third Parties

Contact information you supply to Art Center Padula will not be disclosed to any third party without your express consent, except where required by law.

### Bank information

We do not retain any bank information that you may provide, beyond the period that is needed to process payment data.

### Promotional communications

Art Center Padula will from time-to-time send email to participants and past participants for the purpose of marketing. As a Condition of Enrolment your consent is implied. You can unsubscribe from such communications at any time by sending us an email to [artcenterpadula@gmail.com](mailto:artcenterpadula@gmail.com).