



## InkMasters Print Workshop – PROPOSAL for a Workshop

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|                               |   |              |              |
|-------------------------------|---|--------------|--------------|
| <b>Name</b>                   | Address and postal address if different   | <b>Phone</b> | <b>Email</b> |
| <b>Title</b>                  |   | <b>From:</b> | <b>To:</b>   |
| <b>Description</b>            | e.g. 2 x day weekend workshop   |              |              |
| <b>Course outline</b>         |   |              |              |
| <b>Outcomes</b>               | e.g. In this silkscreen workshop you will prepare one screen and print up to 30 impressions   |              |              |
| <b>Suitable for</b>           |   |              |              |
| <b>Max number of students</b> |   |              |              |
| <b>Tutor Hourly fee</b>       |   |              |              |
| <b>Photos and details</b>     | Please attach at least 6-10 high res photos (min 1 MB) of your work in the workshop technique (with details - title date size) and bring them to the workshop on a thumb drive. One pic could be of yourself. These are for publicity incl postcard/Youtube video.  |              |              |
| <b>Other information</b>      | e.g. <b>if students</b> are providing their own materials, provide explicit details – amount, number, volume, size, type of paper or fabric, any prior prep. Plus notebook and pencil, lunch, wear closed in shoes and bring personal insecticide.<br>e.g. <b>if you are</b> supplying any materials, list these eg inks, chemicals, sundries and how much per person per day or session e.g. inks \$10 per session (students need to know what they get for their money). This is the amount InkMasters will reimburse on invoice. |              |              |

### Materials and equipment

**NB** Printmaking materials and equipment are extremely limited in Cairns. InkMaster materials are obtained from suppliers in Melbourne or Sydney. Items such as Perspex, ply and vinyl are available in Cairns but not plastic dry point, copper and zinc plates for example. Orders need to be placed well in advance to avoid incurring express freight costs. Even if print or non-print items are available in Cairns there may be limited stocks and so will not be available at short notice. There is a stock of materials/equipment/sundries held in the workshop, but **please list all your requirements including sundries**. **Insert additional rows as required. If you prefer a word doc please email [Inkmasters.cairns@hotmail.com](mailto:Inkmasters.cairns@hotmail.com)**



| Bank | Account name | BSB | Account number |
|------|--------------|-----|----------------|
|      |              |     |                |

| Travel/Accommodation as applicable  |         |          |               |
|---|---------|----------|---------------|
|   | Date In | Date Out | Details/notes |
| <b>Flights</b>  |         |          |               |
| <b>Accommodation</b>  |         |          |               |
| <b>Travel Costs</b>   |         |          |               |
| <b>Other costs</b>  |         |          |               |
| <b>NB Tutors to book their flights and accommodation unless otherwise stated.</b> |         |          |               |



# WAIVER AGREEMENT

FOR ALL INKMASTERS PRINT WORKSHOP USERS:

There is an element of risk inherent in participating in the printing making processes, handling materials and operating machinery. Inkmasters takes every precaution to ensure the safety of our Print Workshop users. Being an equipment-intensive workshop, it is important for users to understand that this equipment can be dangerous if used improperly and/or without instructor supervision. The following general waiver must be signed in order to participate in any Inkmasters program at Inkmasters or to use the facilities as an independent user.

In consideration of my participation in Inkmasters programs and/or use of the facilities as an independent user, I hereby discharge and forever hold harmless Inkmasters, its Directors, instructors and volunteers, and all agencies whose property and personnel are used as part of Inkmasters programs and any sponsoring, co-sponsoring or funding agency(ies) or individual(s) for responsibility for any injury, illness, death, damage, loss, accident, delay or irregularity which may be occasioned for any reason whatsoever during the course of my participation. I certify that I am physically able to participate in all the activities for which I am enrolled. We assume no responsibility for losses or additional expenses due to influences beyond our control.

I also give my permission for Inkmasters to use without limitation or obligation: photographs, film footage, tape or video recordings which may include my image or voice.

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**Workshop User Name**                      Signature                      Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Parent/Guardian Name**                      Signature                      Date

*\*Parental/guardian consent is required for all students under the age of 18.*

