



Rountree Gallery

INSTRUCTOR / ART CLASS SHEET

Office use-

Date scheduled: _____

Time: _____

Class Fee: _____

Supply Fee: _____

Instructor payment: _____

INSTRUCTOR INFO

Name:

Address:

Telephone:

Email:

CLASS INFO

Title of Class:

Class Description:

Instructor Bio:

DATE / TIME / LOCATION

- Class length:
- Date and Time request:
- Location/Space request:

STUDENT INFO

- Age level student:
- Skill level:
- Techniques learned:
- Minimum students: **Maximum students:**

SUPPLY INFO

- Supply requests to Rountree Gallery:
- Instructor will provide:
- Students should provide:

FEES

- Supply fee:** *Please select one, and fill in a corresponding fee*
 Per Student _____ Per Class _____
- Instructor payment:** *Please select one, and fill in a corresponding rate request*
 Per Hour _____ Per Student _____ Per Class _____
- Class Fee:** *determined by Rountree Gallery*