**NSNG Workshop Registration Policies**

* Workshop Registration is made available to NSNG membership before being made open to the general public.
* Registrants must have a fully paid NSNG membership and a current Participant Agreement on file in order to qualify for the member price for a workshop.
* The number of participants in a workshop is determined by the instructor and is not open to NSNG’s discretion.

**Non-Members:**

* A non-member must pay an additional $20 workshop fee and have a current Participant Agreement on file.

**Workshop Registration Procedure:**

* Space in the workshop cannot be guaranteed or held without payment.

Registration and Payment:

* Payment is by credit card on the website, NSNG.org
* If the workshop is full, you can request to be put on the waiting list.

**Waiting List:**

* In the event that all spaces in a workshop are filled, a waiting list will be started for that workshop; there is no charge to be on the waiting list.
* A potential registrant on the waiting list will be contacted if a currently registered participant wants to sell their spot in the workshop.
* **Workshops are not transferable.**
* **The sale of a participant’s workshop spot must be transacted through the Workshop Registrar.**
* If there is no waiting list for the workshop, no refund is available.

**Supply Lists**

* A supply list is available for each workshop on the NSNG website.
* The supply list and logistics information are sent in a reminder email to the workshop participants about a month in advance of the workshop.