**WORKSHOP PROPOSAL FORM 2025-2026**

|  |  |  |
| --- | --- | --- |
| **Date:**  |  | **…………………………………………………**  |
| **Names of the artist(s)**  |  | **…………………………………………………**  |
| **Address:**  |  | **…………………………………………………**  |
| **Email address:**  |  | **…………………………………………………**  |
| **Mobile number:**  |  | **…………………………………………………**  |
| **Landline number:**  |  | **…………………………………………………**  |

**Workshop topic:**

…………………………………………………………………………………………………………

**Workshop description:**

**………………………………………………………………………………………………………… ………………………………………………………………………………………………………… …………………………………………………………………………………………………………**

**Target audience …………………………………………………**

**Max number of participants …………………………………………………**

**Min number of participants …………………………………………………**

**Proposed** **Date(s) …………………………………………………**

**Proposed Time(s) …………………………………………………**

**Proposed cost per participant …………………………………………………**

**Have you had any necessary DBS check? YES / NO / Not Applicable**

**Do you have Artists Public Liability Insurance? YES / NO**

**Signed: Date:**

**>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>**

**For use by Sprout Arts**

**Contract completed and signed …………………………………………………**

**Fee agreed (please state) …………………………………………………**

**Risk Assessment completed and agreed YES / NO**

**DBS seen YES / NO / Not applicable**

**Public liability insurance seen YES / NO / Not applicable**