Course regulations

Registration
You can register for our courses in the following ways:

Online:
At **www.zsag.ch/kurse**
Select your desired course and complete the registration form.

In writing:
By email to **info@zuercherstalder.ch** or
by post to
Zürcher Stalder AG, Gewerbestrasse 9, 3421 Lyssach

Please include the *course title*, *course date*, your full *name*, *address*, *email address*, and *telephone number*.

If you would like us to arrange accommodation for you, you are a student of the weaving training programme, or need to provide additional course-related information, please mention this in your message.

By telephone:
Call us on **+41 34 448 42 42** and provide the information listed above.

You will receive a registration confirmation. Three to four weeks before the course starts, provided there are sufficient registrations, you will receive the final confirmation along with the invoice, or notification of cancellation.

Payment Terms
Invoices must be paid at least 2 weeks before the course begins.

Cancellation Policy
For cancellations made after receiving the invoice, the following fees apply:

- 28–14 days before the course: 40% of the course fee
- 13–1 day(s) before the course: 80% of the course fee
- Non-attendance on the first day of the course: 100% of the course fee

Course Times & Group Sizes
Unless otherwise stated, the following times and group sizes apply:

Weaving & Machine Knitting Courses
08:00–12:30 and 13:30–17:30
First day starts at 09:00
Final day ends around 17:00
Participants: minimum 5, maximum 10

Hand Knitting, Crochet & Tatting Courses
10:00–12:00 and 13:00–16:00
Participants: minimum 5, maximum 8

Embroidery & Lace-Making Courses
09:00–12:00 and 13:00–17:00
Participants: minimum 5, maximum 8

What to Bring
Materials and equipment to bring (if any) are listed on the course page on our website. Unless otherwise indicated, materials are included in the course fee. If you have any questions, please feel free to contact us.

Lunch
Lunch can be organised at one of the nearby restaurants if participants wish. Alternatively, you are welcome to bring your own packed lunch and eat it in our cafeteria on the first floor. A microwave is available.

Accommodation
We are happy to arrange accommodation for participants who do not return home daily. Options include hotels in Kirchberg or Burgdorf, or for stays of three nights or more, a private Bed & Breakfast nearby. Please indicate your preference when registering.

Data Protection
Your personal data will be used solely for course administration. During the course, photos may be taken; by participating, you agree to their possible use.

Liability
Participation is at your own risk. We accept no liability for any damage or loss occurring during the course.

Course Venue
Courses take place at:
Zürcher Stalder AG, Gewerbestrasse 9, 3421 Lyssach
About a 5-minute walk from Kirchberg-Alchenflüh railway station.

