



Canadian Embroiderers' Guild, London

SUMMER WORKSHOP 2025

General Information

If you are not a member, please refer to "[Thinking About Becoming a Member](#)" to learn about all the wonderful benefits of being a CEG, London member.

We would not be able to host these workshops without the support from the Department of Visual Arts in the Faculty of Arts and Humanities at Western University.

Workshop Registration

All our workshop information is posted on our website.

CEG, London members will have access to registration commencing **January 13th, 2025**. Members are required to submit full payment of each workshop at the time of registration.

Non-members will be able to register commencing **February 10th, 2025**. Full payment of each workshop is required at the time of registration.

All workshops are on a first-come, first-served basis and your registration is not complete until payment has been processed by our Treasurer.

There will be a waitlist for workshops after the maximum number of participants has been reached.

Payment must be made in Canadian funds either by an e-transfer (*the email address will be provided when you complete your online registration*) or by mailing cheque payment to:

Elaine Mahon
283 Regent Street,
London, ON N6A 2H3

When your payment has been processed, you will be notified of your registration in your selected workshop(s).

Refunds

This Refund Policy is applicable to Summer Workshop only.

- All requests for refunds must be in writing and received by the [Treasurer](#) via email or mail. If received by mail, the postmark will be used as the fee request date.
- Full refunds less a \$25 administration fee up to 45 days prior to the start date of the workshop will be issued.
- A 50% refund will be issued between 44 and 30 days prior to the start of the workshop.
- No refund will be made after the 30 day final refund date.
- Any extenuating circumstances will be reviewed by the Executive separately from this policy.

Cancellation: If a Summer Workshop is cancelled for any reason by CEG, London, (e.g. insufficient number of registrants), a full refund will be issued to all registered participants.

Educational Awards

Members are eligible for all our regular Educational Awards. Applications can be submitted to Janis Slywchuk, Past President by 4 pm February 13. You will find the information about Educational Awards on the Guild's website for CEG Members only: [Members > login > Members Resources > Educational Awards](#).

Health

The workshops will be scent-free in consideration of others who may have sensitivities. Western University is a smoke-free, mask friendly campus.

What You Need to Know When Attending a Workshop

Location

All workshops will be held in the John Labatt Visual Arts Centre (VAC) on the Western University campus. This building has many studios on all three floors. Signs will indicate the room location of each workshop.

Hours

All workshops will commence promptly at 9:30 a.m. and finish for the day at 4:30 p.m. You can arrive early on the first day to set up. Please note studios will not be opened prior to 8:30 a.m. each morning nor will they be left open at the conclusion of class.

What to Bring

Please ensure you print your supply list for each workshop and have all the materials required. Our guest artists may include a kit fee and this will include materials they are providing for your workshop. Ensure you have exact **cash** for payment on the first day of the workshop.

Food and Beverages

The day will include a morning coffee break, lunch break and an afternoon break. Each participant is responsible for their own lunch. Please note there may not be locations on campus available for lunch purchases.

CEG, London will provide limited beverages and snacks for morning and afternoon break. Please bring your own coffee mug and additional food and beverages if you have dietary restrictions. There are water bottle refilling stations available in the building.

Cell Phones

We are all connected with our cell phones, but please have your device on vibrate or mute for everyone's benefit. If you must receive or place a phone call, there are common areas or outdoor space to do this.

Name Tags

Each participant will be provided with a name tag for their selected workshop(s). Please wear it so everyone will know your name.

Maps and Directions

For a university map consult: <http://www.uwo.ca/parking/map.html>

Parking

Parking spaces are limited in the lot immediately adjacent to the VAC.

If you park in a defined Orange lot or do not have a valid parking permit, you will be ticketed.

We are working with Western to arrange for parking on campus and will be sending out information to participants at a later date.

Accommodations

There are many and varied accommodations available in the London area. We encourage you to search online for a location that suits you. The University is located in the North end of London, near Windermere and Richmond.