



Advanced registration is required for all classes. Be sure to register early, as space is limited in many classes. **Registrations for Gardens classes are processed on a first come/first serve basis in the order that payment is received. No registrations will be processed without payment.** If you are paying for a guest please include their name with your registration. Checks can be made payable to “Buffalo Botanical Gardens”. If you have any questions, please contact the Gardens.

By website: www.buffalogardens.com By phone: (716)827-1584 ext. 291 By fax: 828-0091

By mail: 2655 South Park Avenue, Buffalo, NY 14218

Registration Cancellations/Refunds- *See Class Specific Information below for more details*

- If the Gardens should cancel a class, you will be notified as early as possible and will receive a full refund. In the case of inclement weather, every effort will be made to reschedule the class.
- Participants withdrawing from a class with less than one week notice will not receive a refund or credit.
- If the Gardens is notified at least **one week** (7 days) before the class that you are unable to attend, the Gardens will refund your payment **less \$10** for processing fee.
- A credit can be given to use for a comparable class in the case of missed class due to illness or death in the family. Credits will be determined on a case-by-case basis.
 - Credits must be used within 30 days or they will expire.
 - To redeem a credit, you must call the Gardens at least three business days before the desired class date(s) to check availability.
 - You must register in advance to redeem credits.

Class Specific Registration Information

- **Make-it Take-it Workshops:** The registration cutoff for each class is **three** business days before the class. Classes are open to adults 18+, unless otherwise stated as a kids program. Children 13-17 may participate in adult workshops if accompanied by an adult. For kids workshop programs, please include the name of the child and age in your registration materials. Classes are limited to 20-25 people. Participants will be emailed details on where the class will meet and what to bring the week of the workshop.
- **Art Classes:** The registration cutoff for each class is **three** business days before the class begins, classes do sell out very quickly. Locations of the class may vary depending on facility space available. Look for posted signage when you arrive. Attendance is taken at each class. Each class series is limited to 18 students. The class syllabus and supply list for the adult classes are available on the Gardens website.
- **Horticulture Classes:** The registration cutoff for each class is **three** business days before the class begins. Attendance is taken at each class. Classes are limited to 50 people. If making up a class

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Education Programs at the Buffalo & Erie County Botanical Gardens

Class Information and Procedures

credit from a previous year's series, please bring your credit coupon to class with you. The class syllabus is available on the Gardens website.

- **Kids Camps:** Completed camp forms are due the Wednesday before each camp session. Camp sessions are limited to 16 campers each week. Camp Registration and Health Forms are available on our website to print, mail or fax to the Education Department.