



15 Clement St. San Francisco, CA 94118  
(415) 750-9910  
www.amblardleatheratelier.com  
office@amblardleatheratelier.com

## Hours:

Sun, Mon	CLOSED
Tue,	10a - 8p
Wed, Thur, Fri	10a - 6p
Sat	10a - 5p

## Break:

Everyday	1p - 2p
----------	---------

Level:  Level 1     Level 2     Level 3     Level 4  
 Session                       Evening                       Workshop  
Course:  In Person                       Virtual

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: [HOME] \_\_\_\_\_ [CELL] \_\_\_\_\_

Mailing Address: \_\_\_\_\_

## A NOTE FROM OUR FOUNDER

Thank you for your interest in this amazing art. I am delighted to teach you techniques that have been around for centuries and others that I have developed through the years. Leather working is my passion and is very close to my heart. I am excited to see what you will do with this amazing skill. I look forward to being a part of your design process and will support you in finding your own creative path and identity. I hope you will work with integrity and respect for this art form for years to come.

~ Beatrice Amblard

## THE PROGRAM

The parties agree that the student (Identified above) has enrolled and is accepted in the course(s) above. Student acknowledges and agrees that through their enrollment at Amblard Leather Atelier ("ALA") they will be taking a course(s) in fine leather working and will be instructed on matters including, but not limited to the design process, the manufacturing process, and the retail aspects of leather working.

## CONFIDENTIALITY and NONDISCLOSURE

Student acknowledges and agrees that throughout the entire duration of their course(s) at ALA they will have access to confidential and/or proprietary information of ALA, April in Paris ("AIP"), and Beatrice Amblard. They acknowledge that ALA, AIP, and Beatrice Amblard have a legitimate and significant business interest in protecting the confidentiality of its confidential and proprietary information.

"Confidential Information" means information concerning ALA, AIP, and/or Beatrice Amblard that is confidential, proprietary, or private, regardless of whether the information is so designated in writing.

Confidential information includes, without limitation, information concerning:

trade secrets, technology, including without limitation: methods, systems, techniques, procedures, designs, design ideas, sketches, drawings, outlines, product models, prototypes, photographs (digital or print); all tangible embodiments, including copies of any of the foregoing. customers or prospective customers; business development, business policies, business plans, business affairs; finances; sales, marketing, advertising, or promotion; products, services, or pricing; organizational structure, vendors, and sources; research and development; legal strategies.

Student acknowledges that any direct or indirect use or disclosure at any time of any confidential information would cause ALA, AIP, and Beatrice Amblard immediate and irreparable harm. Student then hereby agrees that they shall not make any such disclosure.

This obligation shall survive, in perpetually any termination of this agreement.

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## INTELLECTUAL PROPERTY, TRADEMARKS & COPYRIGHTS

Student acknowledges and agrees that as a condition of enrollment at ALA all designs provided by ALA shall remain the intellectual property of ALA. Furthermore, Student agrees that while Student may keep the individual projects produced (“**Class Samples**”), Student agrees that they shall NOT use such Class Samples for any commercial purposes, including but not limited to i) image, ii) their sale or resale, and iii) use as samples or examples for any future production.

Class Samples made during the course(s) cannot be used for ANY commercial purposes, including but not limited to the intentional sale of Class Samples or as samples/examples at a) trade shows, b) fairs, c) markets, etc. or on i) personal websites, ii) social media, iii) contests; without written expressed approval of Beatrice Amblard.

Student acknowledges that any notes or images taken of Class Samples or the procedure/learning process of the creation of Class Samples are for personal use only.

Student agrees that they will not copy, share, circulate or distribute any methods, techniques, or skills learned or exposed to outside the confines of the course(s) at ALA. Student shall not post, share or discuss the content- methods, techniques, or skills of ALA courses on any forum, including but not limited to social media platforms, blogs, or websites, or any current or future projects that may develop such as books, guides, or presentations.

RE. Virtual Courses student agrees that they will not share passwords for lessons or any reference videos.

Student cannot infringe on any associated names, logos, design elements, products, intellectual property, trademarks or copyrights of ALA, AIP, or Beatrice Amblard for business purposes or for personal gain without written expressed approval from Beatrice Amblard.

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## NON-COMPETE

Student acknowledges and agrees that is important for ALA, AIP, and Beatrice Amblard to protect itself against unfair competition through the misappropriation or misuse of its confidential and or proprietary information. As such, student may not be associated with the ownership, management, operation, or control of a business like the type of business conducted by ALA, AIP, and/or Beatrice Amblard for a period of two (2) years and within two hundred (200) miles of ALA, AIP, Beatrice Amblard without written expressed approval from Beatrice Amblard.

Further, student agrees that they may not directly or indirectly interfere with or attempt to interfere with the actual or perspective relationship, business or business opportunity between ALA, AIP, or Beatrice Amblard and any third party including without limitation any student, customer, vendor, or supplier

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## TUITION

For current price schedule please visit ALA website at [www.amblardleatheratelier.com](http://www.amblardleatheratelier.com), prices subject to change without notification. ALA accepts cash, Visa / MasterCard / American Express, and wire transfers\* for payment. \* Please contact us for wire transfer information. There is an additional \$25 wire fee assessed.

In-person Session:

Student acknowledges that ALA assumes student will be continuing courses in succession. If student will not be returning for subsequent sessions student must notify ALA of discontinuation 30 days prior to the next course start date. Notification is only valid when received via email. Verbal notification is not accepted. Notification must be received and acknowledged by [office@amblardleatheratelier.com](mailto:office@amblardleatheratelier.com). Please see Student’s Right to Cancel and Refund Policy below.

If student would like to continue at a later session, student will need to reapply via online registration at [www.amblardleatheratelier.com](http://www.amblardleatheratelier.com). Please note, space is not guaranteed, and priority goes to currently enrolled students.

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## STUDENT'S RIGHT TO CANCEL AND REFUND POLICY

**Please note, all cancellations and refunds are subject to a 5% fee due to non-refundable third-party vendor fees.**

### IN-PERSON SESSION:

Student may cancel enrollment in the Session and receive a full refund minus 5% third party vendor fees, if applicable, **30 days** prior to the first class of the Session by notifying ALA of such cancellation in writing (email acceptable). All notifications must be received and acknowledged by office@amblardleatheratelier.com. Verbal notification is not accepted.

Cancellations received **29 - 14 days** before the first class of the Session:

Receive a REFUND minus a 10% cancellation fee of the full course cost plus a 5% fee for 3rd party processing fees, if applicable.

Cancellations received **13 - 4 days** before the first class of the Session:

Receive a CREDIT toward a future class minus a 10% cancellation fee of the full course cost.

No refunds or credits will be given for cancellations received **3 days (72 hours) or less**, before the first class of the Session.

If registration is less than 30 days prior to the Session Start Date, student has 7 days from the date the invoice is paid to cancel enrollment in the Session to receive a full refund. Note, NO refunds or credits will be given for cancellations received **3 days (72 hours) or less**, before the first class of the Session.

### EVENING:

Student may cancel enrollment to an evening class and receive a full credit to any available future class or a refund (minus 5% 3rd party vendor fees), by notifying Amblard Leather Atelier ("ALA") of such cancellation by sending an email to office@amblardleatheratelier.com 72 hours prior (Saturday 6pm) to the scheduled class date.

No refunds or credits will be given for cancellations received 3 days (72 hours) or less, before the scheduled class date.

Credits given do not guarantee placement in any future course, student needs to reapply via our online registration at www.amblardleatheratelier.com.

Credits are valid for 1-year after credit issuance date.

### VIRTUAL SESSION:

Student may cancel enrollment in a Virtual Session and receive a full refund minus 5% third party vendor fees, if applicable, **7 days** prior to the first scheduled Virtual class by notifying ALA of such cancellation in writing (email acceptable). All notifications must be received and acknowledged by office@amblardleatheratelier.com. Verbal notification is not accepted. If course materials were already sent a \$200 materials fee will be deducted from refunded amount.

Cancellations received **less than 7 days prior** to the first scheduled virtual class:

Receive a REFUND minus a 10% cancellation fee of the full course cost plus a 5% fee for 3rd party processing fees, if applicable.

If course materials were already sent a \$200 materials fee will be deducted from refunded amount.

Cancellations received **after start date**:

Student will receive a pro-rated refund, based on the number of classes remaining minus a 10% cancellation fee plus a 5% fee for 3rd party processing fees, if applicable.

If course materials were already sent a materials fee will be deducted from refunded amount for cancelled class(es):

Level 1: Project #1 - Card Case \$25, Hand skiving Cuff: \$25, Project #2 Book Cover: \$25, Project #3 Bill Fold Wallet \$25, Project #4 Eyeglass Case \$25, Project #5 Zip Pouch \$32, Project #6 Valet Tray \$43

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## ABSENCES

NO refunds or credits for missed classes.

## MAKE-UPS

IN-PERSON CLASSES:

Session:

1 FREE make-up per session (12-classes) or inform us in writing by sending an email to [office@amblardleatheratelier.com](mailto:office@amblardleatheratelier.com) 7 days prior to your scheduled class to waive rescheduling fee. Please note, email notification must be sent to waive rescheduling fee, verbal notification will not be accepted as notification because date stamp is required.

If notification of cancellation is received 6 - 4 days prior to the scheduled class a make-up class is available with a 15% rescheduling fee at time of reschedule.

For cancellations received 3 days (72 hours) or less, before the scheduled class the make-up will be charged at the prorated rate.

Evening:

No make-ups given for missed classes.

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## TERMINATION OF CLASSES

In the event that the minimum student attendance requirement is not met ALA will give the student the option to reschedule the Session to an alternate day, reschedule the Session to an alternate Session or receive a full refund.

In the event that ALA terminates Student's enrollment in the Session PRIOR to the Session Start Date:

Student has the option of receiving a full refund or reschedule the Session to an alternate Session.

Please note, ALA reserves the right to refuse service.

ALA may terminate a course or the remaining registered classes for the Session individually or the entire class at its discretion, subject to the Refund Policy below.

Grounds for termination of a student include but are not limited to the following:

- If a student behaves or acts in a way constituting a risk or threat of physical injury to themselves, other students, ALA staff, ALA equipment, or premises.
- If a student uses abusive language or verbal threats toward other students and/or ALA staff.
- If student creates a hostile or uncomfortable environment for other students and/or ALA staff.
- If a parent/guardian or student representative, behaves or acts in a way constituting a risk or threat to themselves, other students, ALA staff, ALA equipment, or premises.

In the event that ALA terminates Student's enrollment on or following the Session Start Date:

Verbal notification will be given to the student followed by a written correspondence within 72 hours of the termination date. Student will receive a pro-rated refund, based on the number of classes remaining as of the effective date of termination.

Your initials verify that you understand this policy

\_\_\_\_\_ **Initial required**

## NOTICES

All notices given hereunder will be given in writing, and are deemed given (or "received") i) on the date of receipt if delivered personally or by express courier, ii) on the date of receipt if delivered by email or fax, as evidenced by email server logs or ALA's fax machine log, and iii) five (5) days following deposit in the U.S. mail if sent by regular mail through the U.S. Postal Service.

## WARRANTY DISCLAIMER AND LIMITATION OF LIABILITY

THE PARTIES AGREE THAT THE SESSION AND ALL SESSION MATERIALS ARE PROVIDED STRICTLY ON AN "AS IS, WHERE IS" BASIS WITHOUT ANY WARRANTY OR REPRESENTATION, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION THE WARRANTIES MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. WITHOUT LIMITING THE FOREGOING, IN NO EVENT WILL ALA BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE OR OTHER DAMAGES, INCLUDING WITHOUT LIMITATION LOST PROFITS, WHETHER BASED ON CONTRACT, TORT (INCLUDING WITHOUT LIMITATION NEGLIGENCE), OR OTHERWISE, EVEN IF THE RISK OF SUCH DAMAGES IS KNOWN. FURTHERMORE, WITH RESPECT TO ALL CLAIMS, ACTIONS AND CAUSES OF ACTION ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS ENROLLMENT AGREEMENT, STUDENT'S ENROLLMENT IN OR ATTENDANCE OF THE COURSE, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR TORT (INCLUDING NEGLIGENCE, STRICT LIABILITY OR OTHERWISE) AND WHETHER OR NOT SUCH DAMAGES ARE FORESEEN, ALA'S LIABILITY WILL NOT EXCEED, IN THE AGGREGATE, THE AMOUNTS ACTUALLY PAID BY STUDENT.

## MISCELLANEOUS

This Enrollment Agreement shall be governed by and construed in accordance with the laws of California, without giving effect its conflict of law's provisions. Any disputes under this Enrollment Agreement will be brought in the state courts and the Federal courts located in San Francisco County, California, and the parties hereby consent to the personal jurisdiction and venue of these courts. This Enrollment Agreement contain the final, complete and exclusive agreement of the parties regarding the subject matter hereof and may not be amended except by in writing signed by both parties hereto. This Enrollment Agreement is personal to the parties and may not be assigned in whole or in part to any other party without the express written consent of the other party.

**NOW, THEREFORE**, the Student having read and completed this Enrollment Agreement and intending to be legally bound by it, the parties have signed this Enrollment Agreement on the date below written. This Enrollment Agreement is not binding until signed by the student and received by Amblard Leather Atelier.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

IF UNDER 18 YEARS of AGE:

By signing below Parent/Guardian assumes responsibility for student enrolled.

Parent/Guardian Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

Parent/Guardian Phone: [HOME] \_\_\_\_\_ [CELL] \_\_\_\_\_

Parent/Guardian Address: \_\_\_\_\_



# WAIVER AND RELEASE FROM LIABILITY TOOL SAFETY & CARE POLICY



Student understands that activities in this class/course or during time spent while renting the studio could cause injury. Student acknowledges that they are voluntarily participating in these activities with the knowledge of potential harm or injury and agree to assume any and all risks of bodily injury involved whether those risks are known or unknown. By this waiver, I the student assume any risk and take full responsibility and waive any claims of personal injury or damage of my person/personal property associated with the activities and events of Amblard Leather Atelier | April in Paris ("ALA | AIP").

I understand that ALA | AIP does not assume any responsibility for or obligation to provide me with financial or other assistance, included but not limited to medical, health, or disability benefits or insurance of any nature in the event of my injury, illness or damage to my property. I expressly waive any such claim for compensation or liability on the part of ALA | AIP beyond what may be offered freely by ALA | AIP in the event of such injury or medical expenses incurred by me (the student/participant).

I hereby release and forever discharge ALA | AIP from any claim whatsoever which arises or may hereafter arise on account of any first aid treatment or other medical services rendered in connection with an emergency during my tenure as a student/participant with ALA | AIP or as a student renting studio time.

### TOOL SAFETY & CARE POLICY

Your initial's below verifies that you "student" understand the following policies:

- \_\_\_\_\_ When stitching clamp is not in use Student will place across table or on the floor.  
Student will be charged for a stitching clamp if it falls on the floor and breaks.
- \_\_\_\_\_ Student will be charged for pricking irons if they break or bend teeth by not using a 2-ply pricking board when pricking leather.
- \_\_\_\_\_ When using skiving machine Student will remove all long necklaces & if necessary make-sure hair is securely fastened as to not drop into machine.

Student signature below verifies that Amblard Leather Atelier has discussed the safety and hazards in the studio with Student on (date) \_\_\_\_\_. Student can get further information regarding any of these practices and hazards on the ALA Bulletin Board located in break area.

I HAVE CAREFULLY READ THIS AGREEMENT AND UNDERSTAND ITS CONTENTS. I CERTIFY THAT I AM 18 YEARS OLD OR OLDER AND MENTALLY COMPETENT TO ENTER INTO THIS WAIVER. I UNDERSTAND THAT BY SIGNING THIS WAIVER AND RELEASE I GIVE UP FUTURE LEGAL RIGHTS. I SIGN THIS RELEASE FREELY, VOLUNTARILY AND UNDER NO DURESS. MY SIGNATURE IS PROOF OF MY INTENTION TO EXECUTE A COMPLETE AND UNCONDITIONAL WAIVER AND RELEASE OF ALL LIABILITY TO THE FULL EXTENT OF THE LAW.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

# ABSENCE ACKNOWLEDGEMENT

**Student signature below acknowledges that they are aware and agree to Amblard Leather Atelier's policy regarding absences, missed classes, and make-ups.**

## ABSENCES

NO refunds or credits for missed classes.

## MAKE-UPS

IN-PERSON CLASSES:

SESSION:

1 FREE make-up per session (12-classes) or inform us in writing by sending an email to [office@amblardleatheratelier.com](mailto:office@amblardleatheratelier.com) 7 days prior to your scheduled class to waive rescheduling fee. Please note, email notification must be sent to waive rescheduling fee, verbal notification will not be accepted as notification because date stamp is required.

If notification of cancellation is received 6 - 4 days prior to the scheduled class a make-up class is available with a 15% rescheduling fee at time of reschedule.

For cancellations received 3 days (72 hours) or less, before the scheduled class the make-up will be charged at the prorated rate.

EVENING:

Student may cancel enrollment to an evening class, and receive a full credit to a future class or a refund (minus 5% 3rd party vendor fee), by notifying ALA of such cancellation via email 72 hours prior (Saturday 6pm) to the scheduled class date. Please note, email notification must be sent to waive rescheduling fee, verbal notification will not be accepted as notification because date stamp is required.

No refunds or make-ups will be given for cancellations received 3 days (72 hours) or less, before the class date.

I "STUDENT" HAVE CAREFULLY READ THIS ACKNOWLEDGEMENT AND UNDERSTAND ITS CONTENTS. I CERTIFY THAT I AM 18 YEARS OLD OR OLDER AND MENTALLY COMPETENT TO ENTER INTO THIS WAIVER. I UNDERSTAND THAT BY SIGNING THIS ABSENCE ACKNOWLEDGEMENT I GIVE UP FUTURE LEGAL RIGHTS. I SIGN THIS RELEASE FREELY, VOLUNTARILY AND UNDER NO DURESS. MY SIGNATURE IS PROOF OF MY INTENTION TO EXECUTE A COMPLETE AND UNCONDITIONAL WAIVER AND RELEASE OF ALL LIABILITY TO THE FULL EXTENT OF THE LAW.

Student Name:

Date:

Student Signature:



# PHOTO & IMAGE RELEASE



I hereby give my permission to be photographed or videotaped and/or have my works be photographed or videotaped by Amblard Leather Atelier or April in Paris (“ALA/AIP”).

I irrevocably grant “ALA/AIP” the right to distribute, transmit, publish, copy, or otherwise exploit, either in whole or in part, either digitally or in any other medium now known or later discovered, my image and/or my works image.

I understand and agree that the photographs or video may be used and exploited without identifying me as their subject.

I release and discharge “ALA/AIP” and its agents, representatives, and assignees from any claim or cause of action, now known or later discovered, for among other things, invasion of privacy, right to publicity, and defamation arising out of the use and exploitation of the photos, images, or video.

I hereby transfer to “ALA/AIP” all copyright and other interests in photographs, images, or video taken during classes, events, or any other “ALA/AIP” activities or events. I also hereby grant royalty-free permission, including nonexclusive world rights in all languages, to reproduce in all formats including but not limited to print, electronic, CD-ROM, to reproduce and include my or my works likeness for promotional purposes.

I HAVE CAREFULLY READ THIS AGREEMENT AND UNDERSTAND ITS CONTENTS. I CERTIFY THAT I AM 18 YEARS OLD OR OLDER AND MENTALLY COMPETENT TO ENTER INTO THIS WAIVER. I UNDERSTAND THAT BY SIGNING THIS WAIVER AND RELEASE I GIVE UP FUTURE LEGAL RIGHTS. I SIGN THIS RELEASE FREELY, VOLUNTARILY AND UNDER NO DURESS. MY SIGNATURE IS PROOF OF MY INTENTION TO EXECUTE A COMPLETE AND UNCONDITIONAL WAIVER AND RELEASE OF ALL LIABILITY TO THE FULL EXTENT OF THE LAW.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Parent or Guardian Name  
(if under 18): \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian Signature  
(if under 18): \_\_\_\_\_

Parent’s or Guardian’s  
Address: \_\_\_\_\_