

International Institute for Restoration and Preservation Studies

Athens Program, January 5 thru 15, 2012 Program Fees Payment Form and Directions

Dear Participant,

Thank you for applying to the 2012 Athens program. There is a limited number of places for all of the IIRPS programs and, in order for your application to be considered, placed in first-come-first-serve order, and in order for your application to be valid, we must receive your deposit of \$500. \$450 of this deposit is refundable before **November 15, 2011** (see refund policy below). We retain \$50 to cover administrative application costs.

Please print out this form, complete the bottom section selecting the fees you are including in this payment, detach it and send it, along with a **check (or money order) made payable to the International Institute for Restoration and Preservation Studies**, to: **Attn: Polly Withers, 203 7th Avenue, 5A, Brooklyn, New York 11215**. We will send confirmation of receipt by email.

We accept checks from US banks. We also accept wire transfers or money orders in US Dollars but must charge \$15 per wire transfer to cover bank fees. We do not accept credit card payments, checks from foreign banks, nor do we accept wire transfers or money orders in non-US currency. Also, please note that we will charge for any bank fees incurred by bouncing checks, etc. If you have any questions at all, please contact Polly Withers at pwithers@iirpsemail.org

Note: The Athens Program may be cancelled if the minimum enrollments are not met. You will be informed of such a cancellation by November 18, 2011. Please do not make travel arrangements until you have been accepted and received confirmation that the program will take place. IIRPS reserves the right to review applicants and determine who will be accepted into the program.

Refund Policy: On November 15th we will establish if we have the enrollment required for the program to go ahead. Should the program be cancelled due to low enrollment, or any other IIRPS decision, applicants will be fully refunded. If an applicant withdraws their application before the November 15th deadline, they will be refunded \$450 deposit but not \$50 to cover administrative application costs. Those students that withdraw their application after November 15 will not receive a refund of the deposit.

Note about the International Institute for Restoration and Preservation Studies (IIRPS): IIRPS is an academic and cultural organization that promotes research and studies in historic preservation both in the US and abroad. It is based in New York City and has been filed in the State of New York (USA) as an LLC. For more information visit www.iirps.org.

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Program Fees payment for IIRPS Athens Program 2012

I am enclosing a check/money order in US Dollars made out to the International Institute for Restoration and Preservation Studies for:

- \$50 program deposit** – deadline extended to December 15, 2011
- \$450 program deposit** – deadline extended to December 15, 2011
- \$1000 final balance** – due December 15, 2011
- \$15 wire transfer fee**

Total amount enclosed: US\$ _____

Name (please print): _____

Email address: _____ Phone: _____