

WORKSHOP ORDER FORM

ORGANIZE MY MESS
Janice I. Wilhelm, organizer
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410-446-0909

Name of Group (if applicable): _____

Contact Person/Hostess: _____

Email _____ Phone _____

Best time/way to contact: _____

Contact Person Address:

Topic(s) of Interest:

Suggestions: De-Cluttering / Time Management / Children / Meal Planning and Lunches / Paperwork

Number of People Expected:

Address Where Workshop to be Held:

Date and Time Preferred (please provide two options, if able – days available Tuesday through Saturday).

Fees:

1. Hostess Workshop (in private home)
\$10.00 each in advance, \$15.00 at the door
Hostess admission is FREE, with minimum 3 guests
2. Group Workshop
5-10 people \$75.00 (20% deposit is \$15.00, balance due is \$60.00)
10-15 people \$125.00 (20% deposit is \$25.00, balance due is \$100.00)

If your group is creating a Household Binder, add \$5.00 per person for supplies, payable at workshop.

20 % deposit due at time of booking, balance is due the day of Workshop.

Cancellations with less than 48 hours notice prior to Workshop void deposit.

Payments accepted by cash, check, or money order.

Please mail check/money order to:

Organize My Mess
c/o Janice Wilhelm
PO Box 6035
Lutherville-Timonium, MD 21094

Any questions or concerns please call Janice Wilhelm at 410-446-0909.

revised 9-10