

WORKSHOP REGISTRATION FORM

PLEASE NOTE: YOUR REGISTRATION IS NOT CONFIRMED UNTIL YOU HEAR FROM ABC'S



AMERICAN BARISTA & COFFEE SCHOOL

1028 SE Water Avenue
Suite 275
Portland, Oregon 97214

P 800.655.3955
503.232.2222

F 503.232.5733

info@coffeeschool.org

5-Day Business + Barista Workshop

Deposit: \$500 per attendee

Full Cost: \$2,695

\$2,395 each additional attendee

2-Day Barista Workshop

Full Cost: \$895

2-Day Roasting Concepts Workshop

Full Cost: \$1,095

Workshop _____

Workshop Date _____

Attendee #1:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Attendee #2:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Attendee #3:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Company Name: _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Party Responsible for Payment: _____

Amount: *The deposit is required to register. You have the option to pay in full at this time.*

Attendee #1 Deposit: \$ _____ Payment in full:* \$ _____

Attendee #2 Deposit: \$ _____ Payment in full:* \$ _____

Attendee #3 Deposit: \$ _____ Payment in full:* \$ _____

**Balance is due 12 days prior to the start of the workshop.*

TOTAL AMOUNT: _____

Payment Type:

_____ **Credit Card:** please complete following and fax (503.232.5733)

_____ Visa _____ Master Card _____ Discover _____ American Express

Credit Card Number _____ Exp. Date _____

Cardholder Name _____

Cardholder Signature _____

_____ **Check:** please make check payable to American Barista & Coffee School and mail registration form and check to:

American Barista & Coffee School
1028 SE Water Avenue, Suite 275
Portland, OR 97214

I have read the attached Agreement and accept the terms:

Signature _____ Date _____

Signature of party responsible for payment is required to register for workshop

The following Agreement defines the relationship between the American Barista & Coffee School, herein referred to as "ABC's" and the registrant, herein referred to as "Client".

If you do not accept the terms of the Agreement, you will not be able to register for workshops, so please review carefully.

EFFECTIVE DATE: May 2011

AGREEMENT:

SECTION 1. WORKSHOP SCHEDULE

5-Day Business + Barista Training Workshop at The American Barista & Coffee School:

This five-day intensive workshop will include one day of business training and four days practicum in the espresso lab.

Business subjects will include but are not limited to: A Brief History of the Specialty Coffee Industry, Concept Development, Business Planning, Business Plans, Acquiring Financing, Finding a Location, Negotiating a Lease, Coffee Bar Design, Café Ambiance, Selecting Equipment, Menu/Products/Recipes/Prices, Interviewing and Hiring Employees, Employee Training, Operational Systems and Controls, Financial Projections Marketing Your Business, and Dealing with Employees.

Espresso Lab practicum subjects will include, but are not limited to: Grinding, Tamping and Extracting Espresso, Pulling the Perfect Shot of Espresso, Grinder and Machine Basics, Steaming and Foaming Milk for Lattes and Cappuccinos, Hot and Cold Drink Recipe Basics, Smoothie and Granita Overview, Panini Preparation, Machine Maintenance, Coffee History, Customer Service, Principles of Latte Art, The Latte Art Pours, The Simple heart, the Rosetta, The Apple, The Autumn Leaf and The Little Flower, and Milk Texturing.

Two-Day Advanced Barista Training Workshop:

The two-day advanced barista training workshop includes, but is not limited to, Espresso Equipment (Machine and Grinder), Understanding Your Coffee (Freshness, etc.), Shot Extraction (Dose and Grind Adjustment), Milk Steaming and Texturing, Drink Building, Latte Art, Advanced Shot Extraction (all variables Dose, Pressure, Temp, Tamp, Grind), Advanced Latte Art, Principles of Managing Your Team, Training Your Baristas, Training Timeline, Multiple Barista Calibration, Controlling Costs.

SECTION 2. PAYMENT

5-Day Business + Barista Training Workshop

Client will pay \$2,695 to ABC's for one attendee and \$2,395 for each of two-three attendees. At the time of registration, Client will pay to ABC's a deposit of \$500 per attendee. The \$500 deposit will be non-refundable. Balance is due 12 days prior to the start of the workshop. If Client cancels 14 days or less prior to the beginning of the workshop, Client will not receive a refund of the balance if already paid and will be required to pay the balance if not already paid. If an emergency should arise and Client is unable to attend, Client may transfer his or her reservation to another person. If Client pays the deposit and workshop is filled, Client can transfer deposit to another session or obtain a refund. If Client has paid in full and workshop is cancelled, Client can transfer payment to another session or obtain a refund.

2-Day Advanced Barista Training Workshop

Client will pay \$895 per attendee. If client cancels 14 days or less prior to the beginning of the workshop, Client will not receive a refund. If Client cancels prior to 14 days before the beginning of the workshop, a \$150 cancellation fee will be deducted from cost of workshop. If an emergency should arise and Client is unable to attend, Client may transfer his or her reservation to another person. If Client pays the tuition and workshop is filled, Client can transfer to another session or obtain a refund. If Client has paid in full and workshop is cancelled, Client can transfer payment to another session or obtain a refund.

SECTION 3. TRAVEL EXPENSES

Client is responsible for the arrangement and payment of all travel-related expenses such as airfare, hotel, car rental, meals, etc.

SECTION 4. LIMITS OF ABC'S LIABILITY

Based upon its expertise and prior experience ABC's will provide general instruction to Client, but Client acknowledges and understands that Client makes all decisions regarding Client's operations and future.

ABC's does not represent or warrant that Client will be profitable or that attendance at The American Barista and Coffee School will be the difference between success and failure of the business. Client recognizes that the success of the business is the product of many variables including, but not limited to: location, promotion, marketing, staffing, training, customer service, product quality, menu, demographics, business volume, cost control and business image. Client hereby waives any claim and releases ABC's from any and all claims, costs, damage or expense in any manner arising out of ABC's performance under this Agreement, whether the same is known or unknown, suspected or unsuspected. Client waives any claim for incidental or consequential damages.

Client waives any claims and releases ABC's from any and all claims, costs, damages or expenses resulting in personal injury while working on ABC's equipment and facilities. Client is responsible for their invited guests and any damage or theft that may occur.

SECTION 5. PROFESSIONAL ADVICE

ABC's recommends, and Client understands that Client should seek the advice and counseling of other professionals including, but not limited to, attorneys, bankers, accountants, real estate brokers, and other consultants before making financial or significant legally binding decisions, including without imitations signing leases, contracts, loan documents, equipment purchases, and material and supply purchases.

SECTION 6. BINDING EFFECT

This Agreement will be binding on the parties and their respective heirs, personal representatives, successors, and permitted assigns, and will inure to their benefit.

SECTION 7. AMENDMENT

This Agreement may be amended only by a written document signed by the party against whom enforcement is sought.

SECTION 8. NOTICES

All notices or other communication required or permitted by this Agreement must be in writing and delivered to the parties' last known address, fax number, or e-mail address.

SECTION 9. SEVERABILITY

If a provision of this Agreement is determined to be unenforceable in any respect, the enforceability of the provision in any other respect and of the remaining provisions of this Agreement will not be impaired.

SECTION 10. FURTHER ASSURANCES

The parties will sign other documents and take other actions reasonably necessary to further effect and evidence this Agreement.

SECTION 11. ATTACHMENTS

Any exhibits, schedules, and other attachments referenced in this Agreement are part of this Agreement.

SECTION 12. GOVERNING LAW

Any action shall be brought in either the federal or state court in Multnomah Country, Oregon and no other place.

SECTION 13. ATTORNEY FEES

If any arbitration or litigation is instituted to interpret, enforce, or rescind this Agreement, including but not limited to any proceeding brought under the United States Bankruptcy Code, the prevailing party on a claim will be entitled to recover with respect to the claim, in addition to any other relief awarded, the prevailing party's reasonable attorney's fees and other fees, costs, and expenses of every kind, including but not limited to the costs and disbursements specified in ORCP 68 A(2), incurred in connection with the arbitration, the litigation, any appeal or petition for review, the collection of any award, or the enforcement of any order, as determined by the arbitrator or court.

SECTION 14. ENTIRE AGREEMENT

This Agreement contains the entire understanding of the parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Agreement.

SECTION 15. FILM AND PHOTO RELEASE

For due consideration hereby acknowledge, I grant Bellissimo, Inc. and the American Barista & coffee School the right to broadcast, duplicate, distribute and/or televise my image, and all material herein agreed to, for advertising, promotion, educational or public service purposes. I hereby waive any claim to royalties or other payments in connection with the broadcast or other use of such material. I hereby release and discharge Bellissimo, Inc. and the American Barista & Coffee School, the advertiser or their agents, and all those acting under their authority, from any liability by virtue of any violation of any personal or property rights which I may have in connection with the broadcast or other use of such materials. I hereby grant permission to the American Barista & Coffee School and Bellissimo, Inc. to use my photograph and /or testimonial on its World Wide Web site or in other official printed publications without further consideration, and I acknowledge the right of the American Barista & Coffee School and Bellissimo, Inc. to crop or treat the photograph at its discretion. I also acknowledge that the American Barista & Coffee School and Bellissimo Inc. may choose not to use my photo at this time, but may do so at its own discretion at a later date.

SECTION 16. SHARING YOUR CONTACT INFORMATION

ABC's reserves the right to supply each of its sponsors with your email address.

SECTION 17. COPYRIGHT

All materials presented are owned by Bellissimo Coffee InfoGroup and The American Barista & Coffee School. Unauthorized duplication and use will be prosecuted to the fullest extent of the law.