



Congratulations! and Welcome!!

Your seat has been confirmed - we hope you're excited and can't wait to build with you!

Please connect with us on our Facebook group page [here](#) to stay up to date on event developments and such. Please like our gallerie group page [here](#).

If you're receiving this confirmation letter, you've already reserved your seat, but you can opt to add-on to your current purchase by simply emailing your request to: wtg.gallerystudio@gmail.com. Your request must be submitted no later than Sunday March 24th 9pm EST. If there is an opening, you'll receive a payment link for the add-on rate included in our reply, which must be paid upon receipt to solidify the changes.

We don't want to overload you with words, but do feel it's important to get a clear overview of what you're in store for:). Below are a few basic mentionables:

1. Event Location: Waterbury, CT. Event address will be sent as we have several to opt into. We are waiting to see how many reserve before we commit to either of them as they each accommodate different crowd sizes. Our cut-off to make a final decision is Sunday March 24th; so look out for an email no later than Tuesday. If you do not, call the main office right away at 203-490-7870. Those who have reserved are the only ones that will receive location details.
2. On-site vendor set-up is at 1pm and break-down is by 5:30. Vendors can breakdown starting at 4:30pm, however, we do ask you try to stick around to mingle with guest until at least 5pm; but we understand if you leave right after shutting down. Otherwise, we would love for you to stay and enjoy a nightcap with us at the After-Social Party - at the location we're in or a surprise one!
3. Wine & food tasting begins at 3pm and ends at 5:30pm.
4. An ice-breaking panel discussion begins promptly at 3:30pm and runs until 3:45pm, closing with a Q&A session until 4pm.
5. Guest presenters will share experiences, insight, tips, and techniques from 4pm - 4:25pm.
6. Shopping & networking wrap-up will stop at 5:45pm.
7. Guests who need transportation services, call 203-490-7870 to get on the roster for pick-up and drop-off by our sponsoring transporter. This sponsor has offered discounted rates for those at our event but you must be on the schedule and paid in full (via PayPal & non-refundable) prior to event date. Flat rate fees are \$7 pp one way - anywhere in Waterbury. Cut-off time to notify us of your transportation needs is Wednesday March 27th 9pm EST.
8. Be sure to download a [Media Release Form](#) that needs to be submitted prior to entrance to the event. You can submit this form via email: wtg.gallerystudio@gmail.com or when you sign in at the event. We must adhere to this policy because there will be a combination of live and post distribution of captured photos and videos and it will be difficult to distinguish who's okay with being in either and who wishes not to.





9. Photos will be shared on public social media platforms, in newsletters, on websites, and in on-air mentions as seen fit by the spokesperson of our company.
10. We have a no-refund policy. Tickets are transferable to another only if the request has been made via email 5 days prior to the event date. Ticket holders not confirmed will be turned away. If natural circumstances affect you from being able to attend, a credit will be issued to attend another circle or event. If the rates are higher, you will be invoiced, but if they are lower, we will send you the difference via PayPal.
11. We're dedicated to protecting your privacy and safeguarding your personally identifiable information. The collection of your personal information enables us to provide you with a streamlined experience and we only collect information about you that we consider necessary for achieving this purpose. Personally identifiable information is only obtained when making a reservation; we do not give or sell any information related to you or your event involvement to any third parties without your prior written consent. This does not apply to the pre, during, or post promotions if you're a participant (vendor, presenter, advertiser, or store supplier).

We've covered quite a bit but If you have any questions at all, don't hesitate to call 203-490-7870 or email: wtg.gallerystudio@gmail.com.



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