

# Proposal - Class/Workshop/Club Modern Maturity Center, Inc.

*\*Please print clearly and fill in all fields\**

**Title:** \_\_\_\_\_

**Instructor/Facilitator:** \_\_\_\_\_

**Phone(1):** \_\_\_\_\_ **Phone(2):** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Mailing Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Description (brief):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Level of Class:** Beg. \_\_\_\_\_ Inter. \_\_\_\_\_ Adv. \_\_\_\_\_ All Levels \_\_\_\_\_ N/A \_\_\_\_\_

**Objectives** (what the participants will learn/the benefits of taking this class):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Designed for:** Members \_\_\_\_\_ Non-Members \_\_\_\_\_ Both \_\_\_\_\_

\*Free classes are only open to members. Classes w/ a fee will require a higher fee to apply to non-members.

**The class size is designed for how many participants:** Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

**Scheduling Preferences** (i.e. one day workshop on 12/1, once a week on Tuesdays, once a month on the first Thursday etc.):

\_\_\_\_\_  
\_\_\_\_\_

**Preferred length:** \_\_\_\_\_ **Preferred time:** \_\_\_\_\_

**Day(s) of class** (number your choices 1-3 with #1 being your first choice):

\_\_\_Mon \_\_\_Tues \_\_\_Wed \_\_\_Thur \_\_\_Fri

**Recommended Class Fee:** \$\_\_\_\_\_ per person \_\_\_\_\_ N/A

**Will materials be provided?** Yes\_\_\_ No\_\_\_ Partial\_\_\_

**If not list what materials participants need to bring:** \_\_\_\_\_

**List any special requirements of equipment you will need in a room, such as a sink, chalk board, hard or carpeted floors, etc. If you have no special needs, leave blank:**

**Summary of qualifications to teach this class:**

**Reference:**

1) Name:\_\_\_\_\_ Phone:\_\_\_\_\_ Relation:\_\_\_\_\_

**Previous Instructor Experience:**

1) Dates:\_\_\_\_\_ Contact:\_\_\_\_\_ Phone:\_\_\_\_\_

Applicable Experience Gained: \_\_\_\_\_

2) Dates:\_\_\_\_\_ Contact:\_\_\_\_\_ Phone:\_\_\_\_\_

Applicable Experience Gained: \_\_\_\_\_

Please return completed forms to:  
Amanda Lawrence  
Activity Director  
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Fax (302) 674-1265  
[programs@modern-maturity.org](mailto:programs@modern-maturity.org)