

## General

Among other things, the Hessische Akademie für musisch-kulturelle Bildung gGmbH, Landesmusikakademie Hessen (LMAH) is organizer of advanced training courses which are supported by the Hessen State Ministry of Higher Education, Research and the Arts.

## Application

The completed and signed application form has to be send by to Landesmusikakademie Hessen Schloss Hallenburg, Gräfin-Anna-Straße 4, 36110 Schlitz, Germany or by email to [fortbildungen@lmah.de](mailto:fortbildungen@lmah.de). An acknowledgement is send to you by email.

## Accommodation

The accommodation is provided at the guesthouse of the Landesmusikakademie Hessen or a nearby hotel in Schlitz including full board (breakfast, lunch and dinner). Participation without lodging is possible with or without board. It is not allowed to bring your own meals.

## Payment terms

Unless otherwise stated, the payment of the course fee is made by invoice. The invoice is send by email after the application deadline. Please do not pay in advance, thank you!

## Cancellation

In the event of an insufficient number of participants the organizer reserves the right to cancel the course. The participants will be informed in time by email (at the latest two weeks in advance of the first day of the course).

A rescission has to be made in writing. The following conditions apply:

- a) No cost in case of a rescission no later than 4 weeks before the course begins.
- b) In case of a rescission within less than four weeks before the course begins 60 percent of the agreed price will be charged.
- c) In case of a rescission at the day of arrival the total amount has to be paid.

## Sound, film and image recordings

All recordings taken during a course or an event can be used for the purposes of advertisement and public relations by Landesmusikakademie Hessen. Therefore, we ask you to sign a consent form.

## Liability

The participants are responsible for the loss or damage of their personal property.

## House rules

The house rules of the rooms provided by Landesmusikakademie Hessen qualify as accepted with your application. Download the house rules: [www.lmah.de/downloadbereich](http://www.lmah.de/downloadbereich).