

Program Proposal Worksheet

Instructor Name	
Instructor Address	
Instructor Phone, Cell & Email	
Instructor Bio Limit to 50 words	
Name of Course	
Target market of course: Ages of participants, specific details, needs, abilities of participants	
Recommended price of course	
Suggested number of sessions	
Required size of room	
Days of week preferred	
Time of day preferred	

<p>Specific requirements of course: mirrors, music, arts supplies, etc</p>	
<p>Expected fee for teaching the course: paid by the session, revenue share, etc</p>	
<p>Description of course that could be used in a brochure: Max 50 words</p>	
<p>Please submit completed forms to :</p> <p style="text-align: center;">Hillcrest Centre</p> <p style="text-align: center;">4575 Clancy Loranger Way, Vancouver, BC V5Y 2M4; or email to</p> <p style="text-align: center;">Helen.Chiu@vancouver.ca (Preschool/Children)</p> <p style="text-align: center;">Jeremy.Quan@vancouver.ca (Adults/Seniors)</p> <p style="text-align: center;">Jon.Johnson@vancouver.ca (Youth)</p>	