

Analog Music Studios Lesson Policies

Please read and sign before your first lesson. If the student is under 18, a parent or guardian's signature is required.

1. **Payment:** Monthly tuition for lessons is paid via credit card, cash or personal check. Payment for all lessons is due on the date of the first scheduled lesson each month. There will be a \$25 fee for all returned checks. There will be a 10% late fee if tuition is not paid on time.
2. **Student Cancellations:** Lessons cancelled with **more than 24 hours notice** will be rescheduled without penalty. The full rate will be charged for all lessons cancelled with **less than 24 hours notice** prior to the scheduled time. There will be no refunds for missed or unused lessons.
3. **Teacher Cancellations:** If your teacher cancels your lesson, the lesson will be made up. 24 hours notice will be given. Analog Music Studios will be closed on the following holidays and there will be no lessons scheduled: December 25th, January 1st, Memorial Day, July 4th, Labor Day and Thanksgiving Day.
4. **Termination of Lessons:** When registering for lessons, Analog Music Studios anticipates a long-term relationship. However, if it is necessary to discontinue lessons, one week notice must be given. The teacher reserves the right to terminate the contract at any time.
5. **Punctuality:** Lessons will start and end on time. If you are late to your lesson it will still end at the scheduled time to accommodate lessons scheduled for other students.
6. I have read and **agree** to the above conditions.

SIGNING THIS DOCUMENT INDICATES YOU UNDERSTAND, ARE RESPONSIBLE FOR, AND ARE IN COOPERATION WITH THE POLICIES DESCRIBED ABOVE.

Signed: _____ Date: _____

Print your Name: _____