



THE MUSIC FACTORY - MADISON VALLEY PRIVATE LESSONS - POLICY AND AGREEMENT

By signing below, I and all parties associated with the student listed below understand and accept these terms of enrollment.

1. Private instruction at the Music Factory is \$55 per hour and \$35 per half hour.
2. **Tuition is to be paid monthly in advance** and is due on or before the first of the month.
3. Failure to pay tuition before the 10th of the month will result in a \$10 late fee, and may disrupt teachers billing cycles.
4. Your teacher's time is valuable and we appreciate your respect of this ☺
5. All dishonored checks will result in a \$25 fee.
6. All lessons must be paid for at the beginning of the month regardless of student's schedule.
7. Missed and Cancelled Lessons are Non – Refundable
8. You may try to reschedule a missed lesson with your teacher and your teacher will try to work with your schedule to try to make up these lessons however this is up to the teacher on a case by case basis.
9. Withdrawal: we ask for 4 weeks / one month notice if you wish to give up your time slot in our Studio. If you are on auto payment we will stop billing you after we receive clear written notice or you notify your teacher in advance.
10. Please make all checks payable to 'The Music Factory'
11. Have FUN and Enjoy your - or your child's Music Education !!

Print Name	Signature	Date
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Name of Student: _____ Age: _____ M / F ?

Parent's Name (if under 18): _____

Address: _____ Apt.: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ Cell/pager: (____) _____

Work Phone: (____) _____ Ext: _____ EMail: _____

AUTO PAY - CREDIT/DEBIT/AUTO BILL;

Credit Card Number #

Expiration Date _____ 3 Digit Code _____

Checking or Savings

Account # _____ Routing Number # _____