



# TERMS OF BUSINESS

I, the undersigned, understand and agree to the following terms and conditions:

## Scheduling

- ~ Classes are in-person and online.
- ~ Private lessons: 4 x 1 hour classes per term.
- ~ Private lessons are a semester commitment (Two terms).
- ~ In-person classes are generally once a month.
- ~ Online classes are scheduled for the same time each fortnight.
- ~ Online classes are on Skype.
- ~ 24-hour notice is required to reschedule the lesson.

## Cancellation


- ~ If you wish to discontinue your classes, two weeks written notice are required.

## Fees

- ~ A payment plan is available on request.
- ~ Fees are due within 7 days of invoice or pay link.
- ~ Please note a 10% late fee will be charged after 10 days of due date.

Client Name \_\_\_\_\_

Date \_\_\_\_\_



Tracy Suzanne Hardwick

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Mentor Signature