

2021-2022 Nabrotzky Piano Studio Policies and Contract

- **Schedule:** I teach piano lessons year-round Mondays through Friday from 5:00 to 8:30 p.m. I typically do not teach on major holidays like Thanksgiving and Christmas. I also take a one-week vacation in the spring and summer. Thus, I offer 48 lessons per year which works out to an average of four per month.
- **Fees:** I charge \$25 for each 30-minute lesson, \$38 for each 45-minute lesson, and \$50 for each 60-minute lesson. Parents are responsible for paying RCM examination fees, festival participation costs, and for music.
- **Billing:** I give you one yearly invoice for 48 lessons with the total amount divided into twelve equal monthly payments. Each payment is due by the 10th day of each month. I charge a 10% fee for late payment.
- **Payment Methods:** I accept cash, cheques, and etransfers. Please make your checks payable to Jillyne Nabrotzky. Please send etransfers to jillyne.nabrotzky@gmail.com.
- **Missed Lessons:** When you start lessons, you will reserve a day and time in my schedule. I do not give refunds for lessons when you are not able to have them at your reserved day and time. However, if you give me at least a 24-hour written notice, you may temporarily change your lesson if another slot is available within my regular business hours that week.
- **Safety Protocols for In-Person Lessons:** If you are taking face-to-face lessons inside my studio, please follow my current Safety Protocols.
- **Materials:** Each student needs a three-ring binder, metronome, and piano books. For your convenience, I can purchase piano books for you or lend you used books.
- **Promptness:** Please be on time. I schedule students back-to-back in our studio so I cannot give you your full lesson if you arrive late.
- **Quietness:** Please enter and exit my studio quietly so you do not disturb other students. If you arrive early, please have a seat in my waiting area.
- **Trial Period:** I give new students a two-week trial period. At the end of these two weeks, please print and sign your 2020-2021 Piano Lesson Contract if you desire to continue lessons. You must pay for the lessons during this trial period at my stated rates.
- **Termination:** Please give me at least a two-week notice if you decide to stop taking lessons. Once I receive this notice, I will adjust your annual invoice as of your termination date.

Acceptance

I have read these policies and accept them. I reserve ____ lesson slot(s) (e.g. 1/2, 1, or 2) at Nabrotzky Piano Studio that will last _____ minutes (e.g. 30, 45 or 60).

student's signature (parent's signature if student is a minor)

date