

LACEY LEWIS ~ RED DOOR STUDIOS
1427 WEST NINTH ST, KANSAS CITY, MO 64101 SUITE 302
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PRIVATE LESSON PAYMENT AND CANCELATION POLICIES

1. LESSON TUITION IS \$40 PER HOUR. THIS FEE GUARANTEES A ONE HOUR PRIVATE LESSON EACH WEEK, ALWAYS AT THE SAME SCHEDULED TIME. ARRANGEMENTS FOR 1.5-2HR LESSONS (ENCOURAGED FOR PAINTING STUDENTS) OR MEETING MORE OR LESS FREQUENTLY THAN EVERY WEEK ARE AVAILABLE UPON REQUEST.
2. LESSONS WILL OCCUR AT THE STUDIO AT 1427 WEST 9TH ST, SUITE 302, KANSAS CITY, MO 64101. LESSONS AT OTHER LOCATIONS ARE AVAILABLE ON CERTAIN DAYS AND TIMES FOR A \$20 PER LESSON FEE.
3. MONTHLY TUITION IS DUE AT THE FIRST LESSON OF EVERY MONTH. THIS PAYMENT WILL GUARANTEE 4 LESSON APPOINTMENTS WITHIN THAT MONTH.
4. I WILL CREDIT YOUR ACCOUNT FOR LESSONS I CANNOT PROVIDE. IF I CANCEL YOUR LESSON OR IF THERE IS A HOLIDAY OR INCLEMENT WEATHER, YOU WILL NOT BE CHARGED FOR THAT LESSON. WHEN POSSIBLE, WE MAY RESCHEDULE MISSED LESSONS AT A MUTUALLY AGREEABLE TIME.
5. CANCELLED OR MISSED LESSONS WILL NOT BE REFUNDED. UNDER NO CIRCUMSTANCES WILL NO-SHOW LESSONS BE RESCHEDULED; PAYMENT IS STILL DUE. IN THE CASE OF ILLNESS OR OTHER UNFORESEEN CIRCUMSTANCES, I WILL MAKE AN EFFORT TO SCHEDULE A MAKE-UP LESSON IN THE SAME MONTH, BUT PLEASE BE AWARE THAT VERY FEW TIME SLOTS FOR MAKE-UPS ARE CURRENTLY AVAILABLE. REGARDLESS, PAYMENT IS STILL DUE AND NON-REFUNDABLE. AN EXCEPTION IS MADE FOR ANY LESSONS THAT WILL BE MISSED THAT I AM NOTIFIED OF TWO WEEKS PRIOR TO THE BEGINNING OF THE MONTH IN WHICH THE MISSED LESSONS WILL OCCUR, SUCH AS WITH FAMILY VACATIONS, ETC. PAYMENT IS NOT DUE FOR MISSED LESSONS WITH THIS ADVANCED NOTICE.
6. PLEASE PLAN TO ARRIVE TO YOUR LESSON ON TIME. I AM NOT ABLE TO ADJUST YOUR LESSON TIME IF YOU ARE LATE.
7. TWO WEEKS (FOURTEEN DAYS) NOTICE IS REQUIRED TO DISCONTINUE. TUITION PAYMENT IS REQUIRED FOR ALL LESSON APPOINTMENTS THAT FALL WITHIN 14 DAYS AFTER YOUR NOTICE OF DISCONTINUATION IS RECEIVED. FAILURE TO PROVIDE PROPER NOTICE DOES NOT EXCUSE TUITION PAYMENT FOR ANY LESSON APPOINTMENTS THAT ARE HELD FOR YOU.
8. I RESERVE THE RIGHT TO DISCONTINUE LESSONS SHOULD A STUDENT'S PAYMENTS OR ATTENDANCE BECOME INCONSISTENT OR SPORADIC.