



# *The Arco / Pizzicato Music Studio*

## Private Lesson Contract

**Lesson Day:** M Tu W Th F

**Lesson Time:** \_\_\_\_\_ - \_\_\_\_\_ A.M./P.M.

### I. Lesson Fees:

| <b>Billed Monthly Per Lesson:</b>                                        | <b>Billed Individually Per Lesson:</b> |
|--------------------------------------------------------------------------|----------------------------------------|
| 30 minutes: \$35 – 4 to 5 lesson blocks per month                        | 30 minutes: \$35                       |
| 60 minutes: \$60 – Discounted for students taking 4 -5 hour long lessons | 60 minutes: \$70                       |

### II. Travel Charges:

Student’s Home (In City): \$2.50 each way  
 Student’s Home (Outside City): \$5.00 each way  
 Teacher’s School (Weekends/Breaks): \$2.50 each way  
 Teacher’s Home: None

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

### III. Books:

The student is responsible for the cost of books.  
 Upon request, the teacher may purchase books for the student and be reimbursed along with the student’s next payment.

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

### IV. Discounts:

For each student that is referred that translates to monthly lessons, a credit of \$35 will be given to the account.

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

### V. Tuition Information:

Tuition for all lessons (including travel, if necessary) **is due at the beginning of the first lesson or by the 8<sup>th</sup> of the month, depending on whichever comes first.** For students paying for individual lessons, the payment is due at the beginning of the lesson, **before the lesson is taught.** Students that show up to lessons without payment will be sent home and charged for the missed lesson.

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

Payments can be made via cash or check. Checks should be made out to: Daniel F. Smith

If the student is paying with a credit or debit card, 3.5% will be added.

The student/parent is responsible for reading the invoice, using the website to track payments and credits, and adding lessons to their calendar.

**VI. Lesson Cancellation:**

If the student/parent cancels the lesson with less than 24 hours notice, **there will be no refund or makeup lesson.**

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

**Students are allowed only one cancellation per month.** Lesson fees and travel charges will not be refunded.

If the teacher is unable to give a scheduled lesson, it will be rescheduled during the current month. If a reschedule is not possible, a credit will be applied toward the next month of lessons.

**VII. Withdrawal From Lessons:**

Notification of withdrawal from lessons must be given **at least one month** in advance to ensure you are not charged for extra lessons. **Early release from the contract is equivalent to five lessons payments.** All contracts and invoices begin on the 1<sup>st</sup> of the month and end on the last day of the month regardless of the date of the first lesson.

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

**VIII. Lesson Requirements:**

Students should bring the following items to every lesson: their instrument/strap/cable, books they are currently working out of, completed practice logs, and a pencil.

Parent Initials: \_\_\_\_\_

Student Initials: \_\_\_\_\_

Students should come to each lesson with all of the week's assignments completed and be ready to discuss what they are working on.

**IX. Tardiness:**

Lessons will start on their scheduled time. If a student is tardy, the time will not be made up.

Parent Initials: \_\_\_\_\_

**Tardiness in excess of 15 minutes will result in a cancelled lesson.** The lesson fees and travel charges will not be refunded, and there will be no make-up lesson scheduled.

Student Initials: \_\_\_\_\_

**X. Code of Conduct:**

Students are to refrain from using inappropriate or disrespectful language and/or behavior during lessons.

Parent Initials: \_\_\_\_\_

The first offense will result in a verbal warning.

The second offense will result in a written warning.

Student Initials: \_\_\_\_\_

The third offense will result in automatic withdrawal from lessons.

Additional lesson fees and travel charges will not be refunded.

**Contact Information:**  
**Daniel F. Smith**  
**719.406.6540 (cell)**  
**arcopizzicato@gmail.com (e-mail)**

**This Contract is Legally Binding for All Parties Involved. The Arco / Pizzicato Music Studio is Legally Represented and contracts with Local Collection Agencies in the event that payment is intentionally withheld.**

Contract Agreement:

I, \_\_\_\_\_, have read and understand the terms and conditions of this contract.

By signing below, I agree to abide by each of these terms and conditions.

\_\_\_\_\_  
(Printed Name of Student) (Signature of Student) (Date)

*If student is under 18 years of age, signature of a parent/guardian is required.*

\_\_\_\_\_  
(Printed Name of Parent/Guardian) (Signature of Parent/Guardian) (Date)

\_\_\_\_\_  
(Printed Name of Teacher) (Signature of Teacher) (Date)