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To Parents & Guardians

Listed below are my terms & conditions that you agree to when your child begins lessons with me at school.

1. **You will be invoiced by email for each term at the rate \$27.00/30 minute lesson or \$20.00/20 minute lesson.** Payment of your account is due within **15 days** of date of invoice. Accounts that remain unpaid without prior arrangement will be the subject of debt collection procedures which may include the listing of the debt with Aorangi Debt Collection.
2. Any costs associated with debt collection will be borne by the debtor as well as incurring the discontinuation fee of **four weeks' notice or payment in lieu** (as described in point 6 below).
3. If for any reason I am ill or cannot be at a lesson, I will discount that lesson from the next term's account.
4. If your child cannot get to a lesson, please let me know as soon as you can before the lesson & **before 8.00am the morning of the lesson in order to avoid being charged unnecessarily.** I will deduct any explained absences from the next term's account. I do not offer credits on absences from lessons without reasonable notice being given (only explained absences can be discounted).
5. Only 3 explained absences per term are accepted as discountable lessons.
6. By agreeing to lessons you are making a commitment each term for a **whole term** (8-11 week's tuition). **Four weeks notice or payment in lieu is required if you choose to stop having lessons.** The notice time includes term breaks. Please **contact me directly** if your child will not be returning the following term.
7. It may be necessary to purchase books. When this occurs will depend on the rate of progress.
8. Students should bring their own instrument to the lesson.
9. I reserve the right to alter these terms & conditions and will notify you via email should this occur.