

PLAYMUSIC

Finance	Fees are payable in advance and 4 lessons are charged on a monthly basis, any lessons missed are still charged and opportunities to do catch up's apply.
	Payments are due no later than the 5th of the given month and should payment not be received by the 5th lessons will be suspended until payment is received, unless a prior arrangement is made with Nico, Brittany or Linda.
	WE charge for 4 lessons in each month, if there are 5 weeks in a month, the student gets that 5th lesson free or it can be used as a catch up lesson for missed lessons or used as a credit for future missed lessons.
	If students go on holiday or need to miss lessons, these will still be charged as it directly influences teachers' salaries. As a company we will never be in a position where we require payment for services not rendered and therefore catch up's will be arranged even if an entire month is missed. We are striving to give a professional service for a very reasonable rate but teachers also need to be looked after in order to keep the company in this professional position.
	Should you need to stop lessons for a month or more and wish to continue lessons later in the same slot with the same tutor we will still have to charge for reserving the slot as reserving without payment leads to loss of income. We will however always work out a catch up plan for month(s) missed.
Missed Lessons	Parents are advised to cancel lessons at least 3 hours in advance via call or sms to Nico or their tutor.
	It is the teacher's as well as the parents' responsibility to arrange for catch up lessons.
	In the event of late cancellation, teachers won't be liable for catch up lessons.
December lessons	All students will be charged for a full month in December as salary payments still apply.
	Due to many individuals going on holiday during December catch up's will be arranged before or after so that the four December lessons are caught up before or after the student departs.
Termination of lessons	Cancellations of your contract with Playmusic will be by way of written notice given at least one month in advance from the 1st calendar day of the next month.

Person Responsible for Account

Name:	Surname:
Sign:	Date:
ID Number:	

Teacher Signature: