



Studio Policy Agreement

kwsweetsoundsstudio@gmail.com

(661) 618-3508

Time:

Lessons will be thirty minutes, or one hour in length. (Note: All parents/guardians are always welcome to observe at any time.)

Payment:

Payments are accepted by check, cash, or Zelle. Please make checks payable to KRISTEN WEBBERLEY. Additional fees will be charged if the check cannot be cleared or if payment is more than 3 weeks late. Lessons will be billed on a weekly basis on the day of each lesson.

Cancellations:

Lessons canceled with twenty-four (24) hours advance notice will be rescheduled for another time that week if the schedule allows. Students are responsible to pay for lessons canceled without twenty-four hours of notice. Unfortunately, no refund will be given for no-shows or tardiness. If you think you will be delayed, please call or text to let me know if you can still come, need to cancel, or find it necessary to reschedule. If you plan to discontinue lessons, please give at least 2 weeks' notice so I have the proper amount of time to contact the next student on my waiting list.

Referral Program:

When you refer a friend and they begin taking lessons, you get one free lesson! Please be sure to ask your referred friend to mention your name. This way, I will know who to give the free lesson to.

Contact:

My phone number is (661) 618-3508 and my email is kwsweetsoundsstudio@gmail.com. Please feel free to email or text me at any time or call between the hours of 9 AM and 6 PM if you have any cancellations, questions, or concerns. If I am unavailable when you call, an answering machine will take your message. I will do my best to contact you within 24 hours.

It is my sincerest hope that you understand the necessity of establishing a STUDIO POLICY. If you have questions or concerns regarding this policy, please don't hesitate to contact me.