

Narloch Piano Studio  
4636 N Francisco Ave  
Chicago, IL 60625

(262) 565-8896  
narlochpiano.com

## Contract for Piano Lessons

**Student name:**

**Pronouns:**

**Address:**

**City:**

**State:**

**Zip:**

**Primary Phone #:**

**E-mail:**

### Studio Policies:

#### Practicing:

All students are encouraged to practice on a daily basis. The amount of practice time may vary based on the student's schedule and goals, and that may be discussed with me.

#### Performances:

There are periodic recitals for only adult students to create a comfortable and supportive environment for peers with similar goals.

#### Billing:

Payments are due in full by the first lesson of each month. If the payment is not received by the 15<sup>th</sup> day of the month, the late fee is \$10. I accept credit cards, checks, Venmo, Zelle®, or cash. If using credit or debit, there is a small additional fee of 3.5% + \$0.15. This is the fee that is charged to me to use this service. My Venmo is @narlochpiano, and my Zelle is narlochpiano@yahoo.com or 262-565-8896. Please make checks payable to "Narloch Piano Studio." All fees paid are non-refundable.

#### Make-up Lessons:

The amount due will be the same each month, even though some months have five weeks instead of four. Typically, I will plan vacation days in advance so that the months average four lessons.

There will be no refunds if a student misses a lesson, regardless of the situation. I will do my best to accommodate requests to reschedule, but I cannot guarantee a rescheduling. Make-ups must be completed within four weeks of missed lesson. Make-ups are not granted for no-shows, so you must let me know that you will miss a lesson in advance to receive a make-up. Once a make-up lesson is scheduled, it cannot be rescheduled again. If you are sick, please try to reschedule your lesson or request a virtual lesson.

### Summer Policy:

To save your time slot for the fall, the student must take at least four lessons over the course of the summer (June through August). If that isn't possible, there is a \$80 non-refundable deposit to save your fall time slot.

### Fees:

- \$155/ month for 30-minute weekly lessons
- \$232.50/ month for 45-minute weekly lessons
- \$310/ month for 60-minute weekly lessons

### Disclaimers:

- Returned checks will result in a fee that ranges from \$10 to \$30. Personal checks will no longer be accepted if two checks are returned consecutively.
- Narloch Piano Studio is not responsible for any bodily injuries or sickness at the studio or for any personal belongings that are left at the studio.
- I agree to allow Narloch Piano Studio to take photographs, videos, and/or recordings of me or my child during lessons, recitals, or other events for archival purposes and for promotional use that may also be displayed on social media or the website.

I have read and will comply with the above studio policies.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher's signature: \_\_\_\_\_ Date: \_\_\_\_\_