

# ***Lesson policies of Tambre Thompson***

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Dear Parents and Students,

Welcome! I am so glad to begin our flute lessons. Please read these policies, and let me know if you have any questions.

1. Payment is due at the first lesson of each month for that month.
2. Students are expected to have consistent attendance.
3. Make up lessons are given at my discretion. Please call me in advance if you know you will be absent.
4. If I need to cancel a lesson, you may either select a make-up or receive a credit.
5. **A deposit of two (2) lessons is required within the first month of lessons.**
6. A minimum of two (2) weeks notice is required when dropping lessons or the deposit is not returned.
7. Summer lessons are the same as the rest of the year, unless otherwise arranged.
8. Students are required to practice 5 days a week minimum of 30 minutes.
9. A practice journal is a great way to keep track of practice times as well as progress. Therefore, I require every student to have one.
10. The current rate for lessons is \$120 per month for four 30 minute lessons; \$180 for four 45 minute lessons; \$240 for four one hour lessons.
11. **A late fee of \$20 will be attached to monthly fee if payment is not received by the second lesson of the month.**
12. Personal checks made payable to TAMBRE THOMPSON and/or cash is accepted as payment.