

Paul Klocke Studio of Dance - Policy Document

PK Dance Rules: I, the Parent/Guardian of the student registrant agree that the registrant and I will abide by the rules and policies of the Paul Klocke Studio of Dance ("PKSD"), and any of its affiliated organizations. I consent to the registrant's participation in the PKSD physical programs and activities ("PROGRAMS"). I understand that if I or my student does not follow any of the rules or policies of the studio, the studio is under no obligation to continue to provide services to myself or my student.

Tuition and Fee Policies

Monthly Class Tuition: During the months of September through June, I understand that monthly payments are made over 10 months on the 1st of the month. Payments are made on a monthly basis regardless of the number of weeks in the month. Some months have two or three weeks of classes, and some have five. Tuition is based upon a yearly amount and not on an individual monthly amount. We cannot give refunds for any missed classes. Note: Session classes are billed differently on a per session basis, and there are no recurring monthly fees.

Withdrawing From Classes: I understand that I must give the studio at least 15 days written notice if I wish to withdraw from a class in order to ensure that your account is not charged.

Late Fees: I understand that should my tuition payment be late; the studio will attempt to contact me twice – once by email and secondly by text. After the second attempt, if I have not responded within 7 days, the studio will charge my account a \$25 late fee.

Auto Payments:

- For those using our Auto Payment System, we will include all Tuition, Costume Fees, Recital Fees, and other fees using our auto pay system.
- In any given year, if your credit card is declined, you will be notified and not be charged any additional fees the first two times this happens. There is a \$10 fee for continued failed credit card transactions. Please notify us if your card information changes.
- You understand that an automatic bank draft (EFT) from a checking account carries all the responsibilities of a check and I agree to maintain funds available in the designated checking account to cover these drafts as they occur.
- All bank drafts (EFTs) or checks returned to our bank as NSF (Non-Sufficient-Funds), Account Closed, or for any other reason, will be charged a \$25.00 returned check fee.

General Policies

Studio Injury and Infectious Disease Liability Waiver: I acknowledge the possibility of physical injury by participating in PKSD PROGRAMS and I acknowledge the contagious nature of infectious diseases and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by attending the PKSD PROGRAMS and that such exposure may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by any infectious element at the PKSD (whether it occurs before, during, or after participation in any PKSD program) may result from the actions, omissions, or negligence of myself and others, including, but not limited to, PKSD employees, volunteers, and program participants and their families. Recognizing both the possibility of physical injury, and the possibility of exposure to any infectious element associated with the PROGRAMS, and in consideration for the PKSD accepting the registrant for its PROGRAMS, I (on my behalf, and on behalf of my children) hereby release, discharge, indemnify, and hold harmless the PKSD, its affiliated organizations, and their employees, teachers, and associated personnel from and against any and all claims (including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto) by or on behalf of the registrant as a result of the registrant's participation in the PROGRAMS.

Medical Release: In my absence, I request PKSD, through its staff, to obtain emergency medical care in the event that such care is necessary or appropriate in the opinion of the staff for the benefit of my child due to accident or illness. I promise to pay any treatment costs directly to the hospital, physician, or laboratory providing such care upon presentation of the bill to me.

Physical Contact: I understand that appropriate physical contact is required during the instruction of dance and acro/tumbling classes, and I give permission for instructors to make appropriate physical contact with me or my child for such instruction.

Dress Code: I understand that students are expected to follow the studio dress code listed on our website at PaulKlockeDance.com (go to "Classes" on the top ribbon, then to "Dress Code"). Contact us if you have any questions.

Photo/Video Release: I accept that the studio takes pictures and videos of the students in class and in performance and that these pictures may be used in studio displays, for social media materials, and may be given to students for training purposes. Note: we will never list the names of the students.

Training Camera Release: I accept that when entering any of our specific dance studios that any of my actions and conversations might be recorded by our training cameras which record both video and sound.

Lost Items: I understand that the studio assumes no responsibility for lost, misplaced, or stolen articles. Please put your name in all your belongings and do not leave valuables unattended.

Inclement Weather/Emergency Cancellations: I understand that should the studio need to close for inclement weather, the studio will notify everyone through emails and texts. No refund can be given for any emergency closure. We have created a built-in makeup week into our schedule (we are no longer taking our one week break in February thereby adding one extra week of classes to our schedule). We have added this week so families will no longer have the inconvenience of having to schedule makeups should there be a weather cancellation. Should we need to cancel any class for more than one week, the studio will schedule additional makeups.

Note: Our Session Classes are billed differently. Should a Session Class be cancelled due to weather, a makeup class or credit will be offered.

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