

# FOUR BASIC FEES

## Registration Fee

\$40 per family - Due at the time of registration

## Monthly Tuition

Due on the 1<sup>st</sup> of each month – September thru May

## Costume Fee

Due November 1<sup>st</sup>

## Recital Fee

\$65 per family - Due March 1<sup>st</sup>

## **Billing and Payment Policy\***

### General Billing and Payment Policy

- Payments will be applied to the oldest outstanding charge on your account first.
- All accounts with a balance will be e-mailed a statement on or about the 10th of the month.
- A \$30 overdraft charge will be posted to your account for returned checks.

### Tuition Payment Policy

- Monthly tuition is due and billed to your account on the 1<sup>st</sup> of each month.
- Payment method is by EFT (electronic funds transfer) debited from your bank account between the 1<sup>st</sup> and the 15<sup>th</sup> of each month (Sept – May).
- You must provide 30 days written notice to discontinue monthly tuition billing.
- Alternate payment method is by paper check, cash, or credit/debit card.
- Credit/Debit Card payments for monthly tuition will include a \$3 transaction fee. (Annual pre-paid tuition with a credit/debit card will include a 3% transaction fee).
- Monthly tuition will not be pro-rated or refunded for missed classes.
- Payment received after the 15<sup>th</sup> of the month will incur a \$10 late charge.
- Tuition amount is the same each month - September thru May - regardless of the number of lessons you receive. Some months will have 3 or 4 lessons others will have 5 lessons.
- Pre-paid discount – Annual tuition pre-paid by September 15<sup>th</sup> will receive a 10% discount.

### Costume Fee Payment Policy

- The Costume fee is due and billed to your account on November 1<sup>st</sup>.
- Extended or special payment arrangements can be made if a 30% deposit is received by Nov. 15<sup>th</sup>. You must contact us to make special payment arrangements.
- **\*\*VERY IMPORTANT\*\*** If the costume fee has not been paid, or special payment arrangements have not been made by November 15<sup>th</sup>, **a costume will not be ordered.**
- Refunds: Once the costumes have been ordered, we cannot refund the costume fee.
- Pre-paid discount – Costume fees pre-paid by September 15<sup>th</sup> will receive a 10% discount.

### Recital Fee Payment Policy

- The Recital fee is due and billed to your account on March 1<sup>st</sup>.
- Pre-paid discount – Recital fee pre-paid by September 15<sup>th</sup> will receive a 10% discount.

\*Billing and Payment Policy is subject to change.