



PAYMENT INFORMATION AND POLICIES

Registration fees are due at time of enrollment. Registration fees are not refundable.

First month tuition and last month tuition due at time of enrollment. Tuition is not refundable.

Costume deposits and payments are not refundable. Costume fees must be paid in full no later than November 15.

Tuition is based on full dance year (10 months) of instruction and is divided into 10 equal payments. Tuition will be paid by auto-draft on the 1st of each month unless payment will be made by cash or check.

ARTISTS IN MOTION follows St. John's County school calendar; some fall Monday holidays observed. Beginning January, Monday studio classes are held as scheduled even if there is a holiday, as recital dances rehearsals will begin.

Classes missed due to illness can be made up the same month as missed. The **office** must be notified **via email info@artistsinmotionfl.com** of the absence and contacted to schedule the make-up class. Due to the studio and dancer's family schedules, a class in a different level or dance style may need to be taken for the makeup class. No refunds or credits for missed classes.

Thirty-day advance notice of withdrawal is required, a full month's tuition will be charged at that time.

Returned check fees are \$35.00; more than one instance of a return check will require future payment to be made in cash.

Declined credit card fees are \$35.00 per instance. We utilize a two -part processing of all credit card payments for added security of our dancer's family's credit card accounts. There is no refund of these fees as we are charged by the processing companies. If you have any questions please ask prior to signing this form. We do understand that fees for declined charges are not typical however, we feel that the security of credit cards is of the utmost importance.

It is the responsibility of the parent or other person responsible for payments to notify the office that their credit card information needs to be updated. **No fees can be waived for expired or replaced cards.**

Payment by check is welcomed. Tuition payments by check must be made no later than the 25th of each month. Costume and other fees payments must clear prior to credit posting to the account. Recital costumes and tickets will be held until all payments due, including late and declined fees are paid in full.

Credit card payments are processed by **two moons and a star, inc.**

Signature

Date

Print full name