

# guitar and bass lessons with matt morton

please detach, sign, and return the slip below, or shoot me an email (matt@mattmortonguitar.com) to let me know you've read and agree to these policies. thanks!

- tuition is due by the 10th of the month whether you come for your first lesson or not. please send your payment by mail or online billpay through your bank if you don't get a chance to hand-deliver it by the 10th. please add a \$10 late fee to your payment after the 10th. the fee for returned checks is \$35.
- mail payments to: studio 651 ltd. / 3716 dayspring dr. / hilliard, oh 43026. (*"guitar and bass lessons with matt morton" is a division of matt's music production company, studio 651 ltd.*)
- all students (including "week-to-week" students) must give at least 48 hours notice in the event that a lesson needs to be cancelled in order to be eligible for a make-up. if we can't find a makeup time that will work for both of us, i will prorate your tuition to make up for it.
- in case you get sick, just give me a call letting me know you're not coming (obviously you can't give 48 hours notice for that). then give me a call when you get well and we'll schedule a make-up lesson.
- there will be no lessons on the following major holidays: new years day, easter, memorial day, 4th of july, labor day, thanksgiving, christmas eve, and christmas. i also take a one week break in the spring/summer, and one in the winter. all of these breaks are built into the monthly tuition price and are balanced out by months with 5 lessons. in most months you'll get 4 lessons, sometimes you'll get 5 and sometimes you'll get 3. the monthly rate remains the same each month because in the long term, each student will receive an average of more than 4 lessons per month:

*(there are 52 weeks per year; if each student comes to 4 lessons per month for 12 months, they will get 48 lessons in 48 weeks. that leaves 2 weeks for my summer and winter breaks, and 2 bonus lessons to compensate for missed lessons due to holidays)*

- if i have to miss a lesson for any other reason, or if we have to cancel due to weather conditions, i will let you know with as much advance as possible, and your tuition will be prorated. i will teach every week except for only the most extreme weather conditions. i may be teaching even if the schools are closed since i don't start teaching until the afternoon and often the roads are safe by then. if you don't get a phone call from me, please assume that we're still on (with so many students, returning phone calls to confirm that lessons are still on is sometimes impossible)
- if you want to take a break or stop taking lessons, let me know at least 48 hours before the first lesson you won't be coming for. you will continue to be charged for lessons until you cancel.
- additional reminders: please do not arrive early for your lesson so that you don't interrupt someone else's lesson; make sure to not park on the right side of the driveway in hilliard, and not on the left side of the driveway in gahanna (so that my family can get in & out of the garage); in order to keep our carpets clean, i ask that students and parents please leave their shoes at the front door - but you're welcome to bring slippers from home

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i, \_\_\_\_\_, have read and agree to matt's guitar and bass lessons policies. i also know i can find them at [www.mattmortonguitar.com](http://www.mattmortonguitar.com). DATE: \_\_\_\_\_