



Policy Sheet

Thanks for making Jay Rock's Gym a huge success. The following are a list of guidelines & policies for parents and students regarding Jay Rock's Gym:

1) Tuition is due the 1st of the month of the month you are attending classes. (Example: **January** tuition is due **January** 1st.) You will have a five-day grace period after which time we will apply a \$15 late fee to your bill. If tuition is still not paid by the next class attended you will lose your spot from that class and there will be a \$50 re-registration fee. There is also a \$20 charge for all returned checks.

2) As for classes, because of the overwhelming amount of students in each class, we may not be able to place your child in another class for classes missed. There are no refunds of tuition whatsoever, or transfer of money to future months. You are paying tuition not only for your class, but also for a spot in your particular class; therefore, you may not PRORATE a month because a class that you are enrolled in happens to land on a holiday or a bad weather day. To cancel your membership 30 days written (email) notice is required. If you pay by Credit Card or Auto Pay you will continue to be charged without sufficient notice.

3) For private lessons, do not pay for the lessons you are not planning to attend, and notify the instructor of your absence at least **48** hours before your scheduled time. If sufficient time is NOT given you are still responsible to pay for that lesson. There will be no make-ups for private lessons unless it is pre-arranged with the instructor.

4) We will not be held responsible for any items left in the gym. If we find jewelry, watches, or valuable personal belongings, they will be placed in the lost and found. All shirts, socks, ribbons, or bows, we will be thrown away.

Thank you for being a part of Jay Rock's Gym. Feel free to call or email Jay or Kristen Rock personally to answer any questions you may have.