

Updated Private Session Policy (updated 12/19,2019):

### **Private session policy 2020**

#### ***Updated Pricing 2020***

Single 1-hour session **\$90**

Four 1-hour sessions **\$340** (\$85/session, savings of \$20)

Eight 1-hour sessions **\$600** (\$75/session, savings of \$120)

#### ***Client: Booking and cancellation***

1. Upon booking the session(s) you must pay in advance for the full amount. If purchasing a package of sessions, the full amount will be owed at the time of booking, and will be tracked by Chloe.
  - a. You may book sessions up to a month in advance
  - b. If booking a package of sessions: You must use all prepaid sessions within 120 days from the day of the first session. Sessions are non-refundable. Any unused sessions will be remitted.
  - c. *Late payment:* Session must be paid for within 24 hrs of confirming the session(s). *Each day past the due date your invoice remains unpaid, a \$5 fee will be added per day.* If the invoice remains unpaid at the time of service, the session will be cancelled and you will be charged the studio rental fee (\$20) plus all late charges incurred.
2. Cancellation: 24 hr notice. If notice is given less than 24 hrs, half of the rate will be owed/invoiced. The amount will come out of the booking cost and will be refunded to you via venmo or paypal, or can be applied toward a future session.
3. If client is more than 15 minutes late, it will be treated as a cancellation without notice as stated above, and private will be rescheduled. (if client is willing to pay full hourly amount for less than the remaining 45 min of time that is to their discretion as well as the choreographer.)

#### ***Slots and schedule:***

1. If doing a single session, you will be able to select from several available slots at the time of booking.
2. If doing package sessions, you will be asked to select a regular recurring time at the time of booking.
  - a. If you need to make changes to your slot time (temporary or permanent) 10 day notice is kindly requested, and is subject to availability
  - b. If you miss more than 3 scheduled sessions in a row, you are subject to forfeiting your slot.

*Choreographer: cancellation*

4. If choreographer cancels on client, private will be rescheduled, and if client has prepaid, they will receive that amount in full as a credit towards their rescheduled session. All cancellations by the choreographer will be given with at least 3 hrs notice.
5. If choreographer is more than 15 min late, it will be treated like a cancellation as stated above, and private will be rescheduled. *OR* client/choreographer can work out the cost of the remaining time and charge only for time used. I.e rate of \$80/hr, teacher is 15 min late, may agree to charge \$60 for the remaining 45 min.
6. No-Show: private will be rescheduled. Client will be refunded in full, and receive a \$15 credit for the inconvenience.

I have read and acknowledge the above information:

Name:

Initial:

**Chloe Puff**

Dance & Fitness Trainer

Be bold. Be fit.



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