



East Valley School of Music  
**Little Pianist**  
**Client Contract Agreement**  
**(Ages 4-6)**



4990 S. Gilbert Rd. Suite B5  
Chandler, AZ 85249  
(480) 895-0007 | [www.evsm.net](http://www.evsm.net)

## Terms

This Student Contract Agreement is made effective as of \_\_\_\_\_, by and between East Valley School of Music  
(MM/DD/YY)  
and \_\_\_\_\_. The parties hereby agree to the following:  
Print Name of Parent or Legal Guardian

## Tuition

Tuition is \$115 per month for weekly private 30-minute lessons. Tuition is billed monthly and is due by the 25th day of the preceding month (i.e. August tuition is due by July 25th, and so forth). East Valley School of Music is open year-round, but takes 1 week off for Spring Break in March, Summer Break in July, Fall Break in October, and Winter Break in December. Tuition is prorated during the first month of enrollment, and tuition remains the same for every month.

### Enrollment Fee

All new students and returning students are required to pay a \$30 enrollment fee. The enrollment fee is non-refundable. Books and recital fees are charged separately.

### Payments

East Valley School of Music requires tuition payments to be collected automatically on the 25th of each month. Customers are required to fill out the Payment Method Form attached to this contract in order to enroll in lessons. Payment methods are listed below:

- **Bank Account:** Customer provides a bank account and routing number. This method is preferable due to periodic changes in credit/debit cards, such as expired, cancelled, or declined cards, and clients who sign up with bank account payments will receive a \$10 discount off their first payment.
- **Credit/Debit Card:** Customer maintains current credit or debit card information on file.
  - If a card is declined, invalid, or expired, East Valley School of Music will contact customer. If payment issues are not resolved by the end of the month, a \$20 late fee will be assessed.

Invoices are emailed on the 18th of each month. Please review all invoices for your records and contact us if you have any questions. There is a \$20 late fee for all payments not received by the last day of the month.

## Communication

East Valley School of Music sends out periodic emails with important announcements and updates. Please be sure to read these emails to stay informed. Upon enrolling in lessons, you will be given your instructor's contact information, including phone number and email address. If you need to cancel a lesson, contact your instructor directly. Please do not contact the office to cancel a lesson.

## Missed Lessons

East Valley School of Music does not give refunds for missed lessons. Instructor will attempt to reschedule missed lessons within 2 weeks due to sickness, emergency, or mandatory school function only. There are no guarantees that instructor will be able to reschedule all missed lessons. Additionally, instructor will reschedule up to 2 missed lessons for vacations during the summer months of May, June and July, if advanced notice is given. Please do not come to lessons if you are sick or contagious. Instructor is responsible to make up any lessons they cancel, and East Valley School of Music may assign a substitute instructor to teach lessons cancelled by instructor from time to time.

## Instrument Requirement

Students are required to have an acoustic piano or keyboard with at least 88 keys in order to enroll in the Little Pianists program. Students must also have a keyboard stand, adjustable bench, and damper pedal. Please be aware that upon completing the Little Pianists program, students who are interested in continuing piano lessons at East Valley School of Music must have an acoustic piano to practice on.

## Waiting Area & Lesson Observation

Children under the age of 9 must be accompanied by an adult at all times, especially in the store area. While in the waiting area, please keep noise to a minimum. Parents are required to attend lessons at instructor's request. We strongly encourage parents to attend lessons as students will need assistance with their homework and practicing. Siblings, infants, and friends of students are not permitted to sit in on lessons as it is a distraction to both the student and the instructor and compromises the learning environment.

## Practice Requirement

Students are required to attend lessons regularly and practice consistently. Music lessons are a serious commitment, and instructors cannot hold timeslots for students who are unable to attend and/or practice on a regular basis. Student is required to practice the minimum minutes assigned by their instructor at least 5 days a week. Parent is required to practice with student during the week until student is able to practice on their own. Parent must also write in student's practice time and sign off on lesson assignment sheet each week.

## Probation & Dismissal

Instructor will notify parent if student is consistently absent, not practicing, not completing writing assignments, or misbehaving during lessons. If issues are not resolved, student will be placed on a 4-week probationary period or dismissed from East Valley School of Music.

## Instructor Reassignment

Due to the nature of coordinating timeslots and the schedules of instructors and students, it may be necessary to reassign a student to another instructor. Students assigned to an instructor who leaves East Valley School of Music will be reassigned to another instructor. Per the instructor contract with the school, instructors are not permitted to teach students privately, apart from East Valley School of Music.

## Summer Travel Policy

East Valley School of Music continues lessons year-round. Please be aware that students who withdraw from lessons for summer travel will not be guaranteed a timeslot when they return. Students who leave for more than 4 weeks due to summer travel have the option of paying half the tuition amount for a time period of up to 8 weeks in order to stay enrolled and keep their weekly timeslot when they return. No make-up lessons will be given for students paying half tuition for the weeks missed, and half tuition payments must be made in advance.

## 30-Day Notice of Withdrawal

East Valley School of Music requires a 30-day notice of withdrawal from lessons at any time. To withdraw, please inform your instructor and fill out a Notice of Withdrawal Form to turn in to the front office. If a student is unable to finish out the 30 days, the remaining lessons must be paid for in full.

I, \_\_\_\_\_, agree to the terms of this contract.  
Print Name of Parent or Legal Guardian

I understand that failure to comply with any of the terms of this contract may result in dismissal from East Valley School of Music.

X \_\_\_\_\_  
Signature

Date \_\_\_\_\_

### Office contact information:

(480) 895-0007  
[office@evsm.net](mailto:office@evsm.net)

East Valley School of Music  
**Payment Method Form**



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Chandler, AZ 85249  
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Parent Name or Legal Guardian Name: \_\_\_\_\_

Student(s) Name(s): \_\_\_\_\_

**Payments**

East Valley School of Music requires tuition payments to be collected automatically on the 25th of each month. Invoices will be emailed on the 18th of each month for customer records.

**Please choose from one of the following payment methods:**

(Once recorded, this form will be shredded for security)

- **1. Bank Account:** Customer provides a bank account and routing number.  
**Save \$10 instantly off the first month by using this method**

Bank Name \_\_\_\_\_

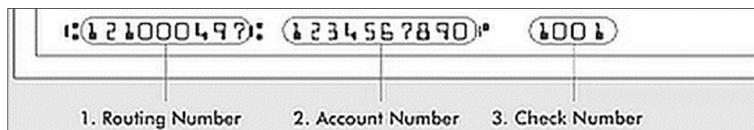
Name on Account \_\_\_\_\_

Routing # (9 digits) \_\_\_\_\_

Account # \_\_\_\_\_

Account Type (circle one)    Checking    Savings

Sample from bottom of check



- **2. Credit/Debit Card:** Customer maintains current credit or debit card information on file.
  - If a card is declined or expired, East Valley School of Music will contact customer. If payment issues are not resolved by the end of the month, a \$20 late fee will be assessed.

Name on Card: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Please write clearly

(MM/YY)

Card Billing Address: \_\_\_\_\_

\_\_\_\_\_