

# The Dance Box, LLC Agreement 2018-2019

I, \_\_\_\_\_, agree to the following terms and conditions:  
(Print Name)

1 – Monthly Tuition will be automatically drafted from your saved credit card on file or bank account every month through Compete Services, Inc. The down payment on tuition must be made in cash or check, payable to The Dance Box, LLC. Tuition payments will run the length of the school year, August through June.

2. Costume Fees and Production Fees will be automatically drafted from your saved credit card on file through Compete Services, Nutcracker Costume Rental Fee, Tight Fee, & 50% of the Production Fee will be drafted on October 15<sup>th</sup>. The other half of the production fee will be drafted out on Dec. 15<sup>th</sup>, if you would like to avoid the charge on Dec. 15<sup>th</sup> you may volunteer or sell 4 Ads. Nutcracker Costume Rental is \$35 dollars (first 2 costumes) each additional costume rental is \$10; the tight fee is \$10; the production Fee is \$100. If you volunteer or sell 4 Ads your production fee is only \$50. (Nutcracker is only for Ballet Students ages 3 and older and must be potty trained.) If you do not wish to participate in the Nutcracker the withdraw form must be submitted by September 1<sup>st</sup> to the office to avoid charges.

Spring Recital Costume Fee, Tight Fee, & The Production Fee will be drafted on the following schedule: Costume Fee of \$70 – November 15<sup>th</sup> (includes tights if applicable), Production fee is \$100 - 50% of Production Fee – February 15<sup>th</sup> The other half of the production fee will be drafted June 10<sup>th</sup>, if you would like to avoid the charge on June 10<sup>th</sup> you may volunteer or sell 4 Ads. (All dancing genres are showcased in this production, Students must be 3 or older and must be potty trained.) If student is in multiple classes, multiple costume fees will apply. If you do not wish to participate in the Spring Recital the with draw from must be submitted by October 1<sup>st</sup> to the office to avoid charges.

3.. Down Payment must be paid at time of registration, compete form, registration form, and studio policy form must be signed prior to a student enrolling in class. Down payment is accepted by cash or check only.

5. Monthly Tuition fees are calculated for the entire 11 months, and the same monthly tuition is charged each month without adjustment, regardless of Holidays, number of weeks or classes held. Our Tuition prices have already accounted for these closures when determining the tuition prices. We enroll throughout the dance year; if enrolling after our season has started, then your down payment will be adjusted.

6. A savings of 10% will be honored for paying the entire year dance year of tuition in full, prior to beginning in August.

7. A returned check fee of \$30 will be charged for any check written with insufficient funds.

8. A 30 day written notice must be given to remove a student from class(es). You will be charged for all tuition and fees until your 30-day written notice is submitted, if notice falls on the following month, you will be charged for that month as well.

9. If you are an unlimited dance student and you need to make changes to your class schedule, 30 day written notice is required and the first change is done complimentary, after that a \$20 adjustment charge will be added per change throughout the dance season. This additional fee will be auto drafted from your saved credit card on file through Compete Services, Inc.

10. No Refund Policy: No refunds, No prorating, No returns on costumes or merchandise. Any alterations needed for costumes or merchandise is the parent's responsibility. All orders and sales are final.

11. No dancer will be not permitted to attend class or perform in productions if the previous month's account has not been paid in full, this includes costume, production, tuition fees and all other fees/charges.

12. Inclement Weather Policy: We do *not* follow the King George County School schedule when determining whether to cancel classes in the case of inclement weather. Instead, we will post our operating status on our [Facebook page](#), you may also call. No Credit or Make Up Class is given in these situations.

13. Make-up Policy: If a student is sick, they can make up a class at their level or below in the same dance month. No credit or refund for absences will be given.

## CLASSES

1. Students must meet the minimum age requirement per level, based on Age by August 15<sup>th</sup>.

2. Only the Artistic Director/Owner, may move a student to a higher level. Some students may be advanced based on their skill and ability at the sole discretion of the Artistic Director/Owner, Amy Clark. If you would like to schedule an evaluation please notify the secretary or send an e-mail.
3. The Dance Box, holds the right to combine, cancel or adjust any classes as needed based on enrollment and staffing.

**PRODUCTION COMMITMENT REQUIREMENTS**

1. My dancer(s) and I understand that in order to be in a production with The Dance Box, it is both a financial and time commitment. We understand we are required to attend class each week. We will participate in the Recital Group Photos (even if we are not ordering pictures). We understand that Dress Rehearsal is mandatory and class attendance is crucial.
2. We agree that if we/our dancer(s) miss(es) more than a total of 4 classes, any mandatory rehearsals, in the four months before the production date and or 2 classes in the month prior to show we may be excluded from the production, this decision is at the sole discretion of the Artistic Director and/or instructor. (No refund/Credit Given)
3. If we do not want to commit to a production, we understand that we must fill out the withdraw form and submit it by the appropriate date given in order to stop the associated charges.
4. We understand that if we decide to participate in a production/show that my dancer must stay till the performance has concluded

**WAIVER & RELEASE OF ALL CLAIMS/LIABILITY**

1. The Dance Box, LLC is not responsible for any injuries or illnesses that may occur. By signing this form, you agree to release and waive any and all claims and liability against The Dance Box LLC, and all of its employees, volunteers, staff, and owner.

**COSTUMES/MUSIC**

1. Music will not pertain foul language and costumes will be modest and cover the body.
2. The length of the dance is determined based on the class level age, skill and ability. In general, you can expect a minute to 2 ½ minutes on average. Those taking a combination class will perform 2 dances in the Spring Production, only one dance in the Nutcracker Production. The Owner & Artistic Director has final say on all costumes and music choices.
3. Boy costumes are much more expensive than girls costume and do not come in a set (pants & shirt), therefore additional charge may be needed.

**ETTIQUETTE**

1. Disrespect towards staff, customers, volunteers, or students by a dancer or their family are grounds for dismissal from our dance school.
2. In order for the safest and best dance training I understand that my dancer needs to be in the required uniform for their class, including hair in a bun for ballet classes and a pony tail for all other dance classes. Failure to do so may result in dancer being dismissed from class.
3. Dancers should be on time for class, any dancer that is more than 15 minutes late to class may be asked to sit down due to missing the warmup for class.
4. Dancers should use the bathroom before class starts to limit missing instruction.
5. If you would like a meeting with Director or staff member schedule it with the office or send an e-mail.
6. No parents are allowed in the dance room unless invited for observation, this includes before class starts.

**PRODUCTION PACKETS & E-MAILING & BULLENTIN BOARD & FACEBOOK**

1. Communication will be through e-mail, Facebook, production packets and our Bulletin board.
2. All enrolled students must have an active e-mail account on-file with Compete Services, it is your responsibility to ensure that you are receiving emails. If you are not, please notify the secretary.
3. Parents will receive a production packet full of detailed information at least 4 weeks prior to show week. Parents are responsible to read and know the information in production packets and emails that have been distributed.

I agree to the terms and conditions as stated above.

\_\_\_\_\_

Parent's Signature

\_\_\_\_\_

Date

