

Carolina Dance Productions Studio Policies

Please read and initial each item as proof of your understanding and agreement:

_____ 1) **STUDENT HANDBOOK** The undersigned has received a copy of the Carolina Dance Productions (hereinafter referred to as “CDP”) Student Handbook, and acknowledges after reading it that students must abide by the studio rules as set forth in the Student Handbook. Failure to do so may result in dismissal for cause. Dismissal for cause may occur as a result of actions other than, and in addition to, those specifically stated in the Student Handbook.

_____ 2) **PARENT TEACHER COMMUNICATION** Teachers are always happy to speak with parents, but please do not stop teachers between classes, as this makes the start time for the next class delayed. Parents are welcome to call the studio at 919-553-9907 and leave a message or email CDP for a faster response at info@cdpdance.com to schedule a time for a conference.

_____ 3) **MONTHLY TUITION PAYMENTS** Tuition is due on the first of every month and is considered late after the seventh. A \$10 late fee will be charged after the 7th of each month for each late payment. A \$30 fee will be charged for all returned checks. Payments can be made by personal check, cash, or credit and debit cards. Payments may be delivered to CDP’s studio during office hours, placed outside in the payment drop box, set up on auto draft or sent via USPS mail. No monthly invoices will be mailed. Please note that tuition paid to the school is nonrefundable. Tuition is based on a yearly amount that CDP has divided into monthly tuition payments to suit your needs. Therefore, monthly payment does not change if there are 3 weeks in a month or if there are 5. In addition, written notice must be submitted to CDP 30 days in advance of withdrawal from a class. Tuition fees will be charged on the first of the month prior to the date of withdrawal. Accounts must be paid in full before the date of Recital, and time is of the essence for performance. Otherwise, students will not be permitted to perform in Recital. Should collections become necessary for any past due amounts, the undersigned hereby expressly agree to pay all costs of collection. The undersigned further agrees to pay all court costs, service fees, and attorney fees should legal action become necessary, including but not limited to, reasonable attorney fees, court costs, costs of preparing documents for court, and collection agency fees. Waiver by CDP of any default or breach in compliance with the terms of this contract shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this contract unless stated to be such in writing, signed by an authorized representative of CDP, and attached to the contract.

_____ 4) **MAKE-UP CLASSES** Missed classes may be made up before Winter Break. After this date, classes will be working on their individual recital dances. No prior notice needs to be given to the studio if a dancer is making up a class. Please inform the teacher in the make-up class that your dancer is there to make- up a class. Dancers are welcome to do a makeup class in any other age or skill level that is appropriate. CPD does encourage students to miss classes as infrequently as possible.

_____ 5) **PROMPT PICK-UP** Students must be picked up promptly after class. It is understood that CDP and/or its agents will not be responsible for any supervision other than the dance class or rehearsal time. After your first written warning, a late fee will be incurred of \$1.00 per minute for the last class of each day.

_____ 6) **USE OF NAME OR LIKENESS** CDP shall have the right to use the name, photograph, videotape, voice or other likeness of the dancer, and to exhibit the same through any medium whatsoever during the terms of this agreement or at any time in the future for advertising, promotional, or commercial purposes. All such reproductions shall be the exclusive property of CDP.

_____ 7) **RELEASE** As additional consideration for the student's instruction, the undersigned hereby releases CDP from liability for injuries to the person or property of the student which may occur while participating in the activities of CDP. The undersigned further agrees to indemnify CDP in the event any claims are asserted against it arising from the student's participation in the activities of CDP.

_____ 8) **RECITAL AND COSTUME FEES** Participation in the Recital is mandatory. Exceptions can be made if absolutely necessary- please contact CDP if this is the case *before September 30, 2019*. A \$35 costume deposit / per costume is due by September 30th and is nonrefundable. Once the costume deposit has been paid, the undersigned agrees to pay the remainder of the costume balance, even if the dancer withdraws from class. This is based on the fact that costumes are ordered months in advance and cannot be cancelled, returned, or refunded once ordered. The undersigned agrees to pay any necessary recital fees.

_____ 9) **SEVERABILITY** In the event that a court of competent jurisdiction holds that a provision or requirement of this contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this contract shall remain in full force and effect.

I have read and agree with all these policies as indicated by my initials on each line above.

Parent Signature _____ Date: _____

Parent Signature _____ Date: _____

Dancer's Name (print) _____

**Signature of both parents/guardians, when applicable, is preferred by not required. One signature constitutes agreement of these policies on behalf of both parents/guardians of the dancer.*