

Agreement for private music tuition – Helen Wilkins BA Hons PGCE

Teacher

Name Helen Wilkins

Address _____

Telephone _____

Email helenwilkinspiano@gmail.com

Student or (if the Student is under 18) Student's parent or guardian

Name _____

Address _____

_____ Postcode _____

Telephone _____

Email _____

I (*the Teacher*) offer tuition to _____ (*Student*) _____ (*instrument/subject*)
on the following Terms and Conditions and agree to be bound by them.

Signed (*Teacher*) Helen Wilkins Date _____
(*Member of the Incorporated Society of Musicians*)

Tuition

Tuition will be given as agreed on the timetable.

Number of lessons _____ Length of lessons _____

Frequency of lessons _____ (eg weekly, fortnightly, twice a week)

Day and time of lessons _____ Date of first lesson _____

Location of lessons _____

Fees

Lessons will be charged at the rate of £ _____ per hour, pro rata for any part of an hour.

The Teacher may increase the tuition fees from time to time and will give written notice of such an increase to the Student (or the Student's parent or guardian where appropriate).

Conditions

The Conditions set out on page 2 will apply to this Agreement.

When this Agreement has been signed by both the Teacher and the Student or, if the Student is under 18 years of age, the Student's parent or guardian, it will constitute a legally binding contract between the signatories.

The Agreement will remain in force continuously unless terminated in accordance with the Terms and Conditions.

I (*the Student or the Student's parent or guardian*) accept the offer of tuition for _____ (*Student*)
on the terms and conditions set out herein and agree to be bound by them until termination of this Agreement.

Signed _____ Date _____
(*Student or, if the Student is under 18, the Student's parent or guardian*)

Please return signed Agreement to Helen before lessons begin.

Terms and Conditions of music tuition for Helen Wilkins BA Hons Music, PGCE

1. Fees January 2017 – December 2017:
a) 30 minutes £16; b) 45 minutes £24; c) 60 minutes £32.
2. For lessons where I travel to you, additional costs may be added to lesson fees to cover my travelling time and transport costs.
3. I will provide a timetable by the first lesson of each Series. Please check carefully and let me know of any problems with the timetable within 7 days of receiving it.
4. Payment is to be made by the second lesson either by cheque, cash or bank transfer to Helen Wilkins.
5. 48 hours' notice is required for cancellation of any lessons listed on the timetable. With this notice I will try to offer you an alternative lesson slot in the same week, although this is not guaranteed. If less than 48 hours' notice is given, or I cannot re-schedule in the same week, then the lesson and payment will be forfeited.
6. Lessons that have been scheduled on the timetable that are cancelled by me will be carried forward, refunded or rescheduled.
7. If you decide that you no longer wish to receive keyboard/piano lessons please give 4 weeks' notice. Without this notice, payment for the next four lessons will be required.