



Perennial Music and Arts *where creativity blooms...*

## **Janae's Studio Policies**

**Expiration:** All pre-paid lessons expire 90 calendar days after purchase date and any unused lessons will be forfeit.

**Attendance:** Lessons *will* be **rescheduled** if **notice** is given at least **24-hour before** the lesson time. Please **text** 630-945-7356 or **email** [perennialmusicandarts@gmail.com](mailto:perennialmusicandarts@gmail.com) to give notice.

In **emergencies**, lessons *may* be **rescheduled** with **less than 24-hour notice** as long as **notice was given prior** to the start of the scheduled lesson time on a case by case basis and at the discretion of the instructor. Please **text** 630-945-7356 or **email** [perennialmusicandarts@gmail.com](mailto:perennialmusicandarts@gmail.com) to give notice. If I have an emergency and need to change your lesson time, I will let you know as soon as possible and will reschedule your lesson.

If **NO NOTICE** is given, any missed lessons will **NOT** be refunded or rescheduled, and the lesson is forfeit.

*If you are unwell please **text 630-945-7356** or **email** [perennialmusicandarts@gmail.com](mailto:perennialmusicandarts@gmail.com) to give notice as soon as possible.*

**Payment:** Payment may be made online with credit or debit card, by check made payable to Janae Almen - PMA, or with cash. Payment is due **at start of first lesson**. All music lessons are **non-refundable**.

**Practice:** Practice is essential to blossoming as an artist. Student (and their guardians) are responsible for setting aside their own practice time. You may wish to keep a practice log and a list music goals if you find this reminds you to practice.



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**Studio Location and Parking:** My studio is located in my home, 316 Stevens St. Geneva, IL, across the street from Prana Yoga in Geneva, IL. It is green and is the only house on the block facing Stevens St. You can park on the north side of Stevens St.—the side where Prana is—or you can park on N. Third or N. Fourth Streets. We have large dogs in our home, but they are not in the studio during lessons. There is a low step to the porch enter the home. If you have allergy or accessibility concerns, I offer online and in your home lessons as well.

**COVID-19: Illinois Department of Public Health (IDPH)** COVID-19 guidelines will be followed. This includes current mask mandates for indoor spaces in Kane County. Please see <http://dph.illinois.gov/> and <https://covid.cdc.gov/covid-data-tracker/#county-view> for the latest information.

*I \_\_\_\_\_ have received, reviewed, and understand Janae's studio policies.*

Signature \_\_\_\_\_

Date \_\_\_\_\_