

Vocal Coach Tamara

Voice Teacher • Performance & Vocal Coach
Beverly Hills • Ages 6-18 & Women • 424.333.0355

Contract and Policies

Welcome and thank you for joining vocal coaching lessons with Tamara. Please read all of this information thoroughly and sign below.

Fees and Payment

- Lessons are 30 minutes or 45 minutes. Upon your choice of preference and my approval.
- Payment is expected at each lesson, unless you have prepaid online.
- Lessons may be paid for in cash or online in advance through Paypal on my website. Checks may be accepted from established clients.
- A minimum of 24 hours notice BY PHONE is required for cancellations, or the reserved lesson time must be paid for. Email cancellation alone is not sufficient.

•**First lessons** are 40 minutes long and are scheduled after a brief phone interview. First lessons/new clients without a personal or professional referral must be paid for in advance online no later than the day before the scheduled lesson, or the time slot will not be guaranteed.

Studio Policies & Protocol

•*When you arrive...*

When you arrive, please do not come upstairs early, as the Co-op has strict rules against waiting in the hallway or in the stairwell.

•**Being on time!**

Lessons are 30 or 45 minutes (depending on the package/lesson you've purchased).

I strongly recommend taking traffic and delays in mind to avoid being late. I cannot extend the reserved lesson time or make-up lessons missed due to unreliable traffic conditions. Please come up just before your lesson time (not earlier than your time).

Cancellations

- If we have to cancel a day before of the day of a lesson, a minimum of 24 hours notice BY PHONE is required for cancellation, or the reserved lesson time must be paid for.
- Email cancellation alone is not sufficient.
- 48 hours notice by phone required for Sunday lessons.
- If you have prepaid for a series of lessons, lessons must be used within 8 weeks of the first lesson. Arrangements can be made if travel out of town is required due to work.

•Not Sure?

If it is nearing 24 hours before your lesson and you think your child may be coming down with something, may have an audition, may get stuck at school, but you don't want to cancel the lesson at that point, call me to COVER YOURSELF and we can decide from there.

Pay Online

Voice Lessons: Please use the web page to pre-pay for your lesson.

'Pay Now' buttons will take you to Paypal to pay. You do not have to have a Paypal account to make payment.

Please select the appropriate class/fee and click on the 'Pay Now' button. Lesson times must be scheduled in advance with Tamara.

If you have any questions, or to get started, please feel free to contact Tamara at 424-333-0355, Monday - Friday from 11AM to 7PM.

If you have read the above policies and are approving it, please sign and print your name below.

Thank you and I look forward to helping you become a better, more confident and more complete singer.

TAMARA GABRIEL

Print Name

Tamara Gabriel

Signature

Print Name

Signature