

# THE DANCE PLACE

## REFUND POLICIES

### 1. CLASS FEES

Fees are determined based on a set number of classes throughout the season. Any fees that are payable in installments are for convenience only and do not correspond to the number of classes in any installment period.

### 2. THIRD PARTY FEES – (costumes/festival entry fees)

All fees collected by the studio on behalf of participants and remitted to a third party are collected by the studio acting in its capacity as agent. The terms and conditions set by the third party apply to the extent that they relate to the collection, use and refund of fees. In the case of a refund from a third party for any reason, the studio will, in its capacity as agent, forward the fees received back to the individuals they were collected from and on whose behalf they were remitted.

### 3. WITHDRAWAL

Notice of withdrawal must be received in writing one month prior to withdrawal. Non-attendance is not considered a withdrawal.

\*A \$10.00 administration fee will be retained for any refund.

### 4. MANDATED CLOSURE

In the case of a long term, (more than 8 weeks), Government or AHS mandated studio closure, dance families will be refunded starting the first of the next month.

- Monthly Installments – your unprocessed post dated cheques will be returned. No additional refund will be issued
- ½ Year Installments – Your unprocessed postdated cheque will be returned. A \*refund will be prorated starting at the 1<sup>st</sup> of the next month.
- Full Year Payment – Your \*refund will be prorated starting at the 1<sup>st</sup> of the next month.
- Costume fees will not be refunded after October 1<sup>st</sup>
- Festival entry fees will not be refunded by the studio if submitted to the third party. Any refunds (partial or whole) will be determined by the third party. A full refund will be issued if the fees have not been submitted to the third party.

\*A \$10.00 administration fee will be retained for any refund.