**Cancellation Policy**

We understand that circumstances may arise that require you to cancel or reschedule your guitar lesson(s). In order to maintain a fair and organized schedule for both our instructors and students, we have established the following cancellation policy:

**1. Cancellation Notice:** If you need to cancel a guitar lesson, we kindly request that you provide us with at least 24 hours' notice before the scheduled lesson time. This allows us to accommodate other students and efficiently manage our instructor's schedule.

**2. Cancellation Fees:** a. If you provide at least 24 hours' notice of cancellation, no cancellation fee will be applied, and you will have the opportunity to reschedule the lesson without any penalty.

b. If you cancel a lesson with less than 24 hours' notice, a cancellation fee equivalent to 50% of the lesson fee will be charged.

**3. Rescheduling:** If you wish to reschedule a guitar lesson, please contact us as soon as possible to discuss alternative available times. We will make every effort to accommodate your request, subject to instructor availability.

**4. No-Shows:** If you fail to show up for a scheduled lesson without providing prior notice, the full lesson fee will be charged, and the missed lesson will not be eligible for rescheduling.

**5. Instructor Cancellations:** In the rare event that your instructor needs to cancel a lesson, we will make every effort to provide you with as much notice as possible. In such cases, we will offer you the option to reschedule the lesson at a mutually convenient time or receive a full refund for the cancelled lesson.

**6. How to Cancel or Reschedule:** To cancel or reschedule a lesson, please contact our administration office via phone or email. We recommend that you keep written records of any communication regarding cancellations or rescheduling.

We value your commitment to your guitar lesson course and our instructors' time. This cancellation policy has been established to ensure fairness and effective scheduling for all parties involved. By enrolling in our guitar lesson course, you agree to adhere to the terms and conditions outlined in this cancellation policy.

Please feel free to reach out to us if you have any questions or concerns regarding this policy. Thank you for choosing [Your Guitar Lesson Provider] for your musical education!

Sincerely,

Michael Muscat -Owner/Instructor 1-226-758-7802