

## studio policy

My private teaching activities in this community are managed through an association with your local music store, the Tune Shop, Inc. I **do not** personally schedule appointments; please contact the Tune Shop – no exceptions, please. Following are my policies that allow me to provide the best service to clients and the art of teaching, along with my other professional activities in the field of music:

- 1. PAYMENT:** The total monthly fee for this service is due in advance and in full, prior to the month of instruction. Students pay for the appointment space and time that has been reserved for you each month. Students on the waiting list do not pay any fees.
- 2. PARENTS:** I do not teach music lessons in my own home, or at the student's home. Parents, guardians, and responsible parties are welcomed and encouraged to sit-in on all lesson appointments at the Tune Shop, this is good for information retention purposes.
- 3. MAKE UP LESSONS:** I do not offer make up lessons due to other musical activities.
- 4. MISSED LESSONS:** Any lesson appointments that I must miss are credited to the following month. Any lessons appointments that you know you will miss in advance, and give notification of your pending absence, are credited to you in a respective manner.
- 5. 24-HOUR NOTICE:** If at least 24-hours notice is not given by you if you will miss your appointment, the fee for your scheduled lesson appointment is still due. Please contact the Tune Shop (at 682.3453) 24-hours in advance if you know you will miss your lesson.
- 6. SATISFACTION GUARANTEE:** If at anytime you find my studio operation not compatible with your needs, feel free to request another one of the great instructors at the Tune Shop.

## rates

- 1. STANDARD RATES:** Current rates for lessons are set by the Tune Shop, Inc. and the Staff will quote their fee when you inquire about registration for study in my studio.
- 2. GROUP RATES:** My group rates apply to Clinics and Master Classes at schools only. I do not teach any group private lessons at the Tune Shop.
- 3. FAMILY RATES:** I personally offer a "Family Member" discount on the current Tune Shop rate to three (3) family members or more from the same household who are actively enrolled for the study of music in my studio. See me after registration.

## studio hours

<b>Monday:</b>	Evening
<b>Tuesday:</b>	Evening
<b>Thursday:</b>	Evening

**MORE INFORMATION:**

**Tune Shop, Inc.**  
**Attn: Brian, Lessons Studio Manager**  
**514 Delaware**  
**Leavenworth, KS 66048**  
**Tel: 682.3453 Online: [www.TuneShop.biz](http://www.TuneShop.biz)**

**Chris Burnett, Musician and Composer**  
**Online: [www.BurnettMusic.com](http://www.BurnettMusic.com)**

**PLEASE MAKE ALL CHECKS PAYABLE TO THE ORDER OF: CHRIS BURNETT**

# Chris Burnett – Private Teaching Practice and Clinics

This policy has been in effect since: February 2001