

HORSES *for* HOPE

Lesson Commitment Form

- **Commitment Period** – The initial lesson commitment period is 60 days and then changes to a monthly commitment period and renews automatically each month. A **30 day written notice** either **by e-mail or letter is required** if you choose to stop or pause lessons.
- **Missed Lessons, NO SHOWS and Cancellation Policy** – HfH will not issue monetary credit for missed lessons, cancelled lessons, or *no shows. Missed lessons **with** proper notification (minimum 24 hour notice) and cancelled lessons (due to weather, instructor absence, or an HfH event) must be made up within 2 months of the missed or cancelled lesson OR before the participant's last lesson day once a 30 day notice has been given, whichever comes first. Missed lesson **notification is MANDATORY by email AND text or call** no later than 24 hours before your lesson start time or sooner if you know farther in advance. ***NO SHOWS are MISSED lessons WITHOUT proper notification (minimum 24 hour notice) which will NOT be allowed a make-up lesson.**
- **Make-up Lessons** – We allow up to 2 months for participants to take their make-up lesson. We offer various opportunities for make-up lessons – you must contact lessons@horsesforhope.org to schedule the make-up lesson. Parents, siblings (of approved age) or a friend of a participant may ride, with special approval by the instructor AND proper completed forms, in place of the participant to use any make-ups that the participant needs to do – CONTACT lessons@horsesforhope.org if you wish to take advantage of this special option. **IF YOU call out on a scheduled make-up lesson you WILL FORFEIT your make-up lesson for that particular lesson make-up.**
- **HfH Holidays** – There will be make-up days for scheduled HfH holidays if the holiday falls on your scheduled lesson day. Holidays will be as follows: New Year's Day, Easter Sunday, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Eve, and Christmas Day. Although not a holiday, we will also be closed on Halloween. Our monthly lesson fees are based on 4 instructional days per month, the 5th weekday in any given month will be used for make-ups.
- **Mounted and Unmounted Lessons** – Unmounted lessons can be substituted for mounted lessons that would be cancelled due to weather related conditions. The instructor will decide when to substitute a mounted lesson with an unmounted lesson. Unmounted lessons can only be substituted once a month and only four times per year. Students **MUST** attend unmounted lessons. If a student fails to show up for an unmounted lesson without a 24 hour notice, they will not be allowed a make-up for that lesson.
- **Parent Supervision Requirement** – Parents of children 12 years old or younger are required to stay on the premises while the child is on Horses for Hope's property. All parents are encouraged and welcome to stay during lessons but are asked not to interfere with the instructor during lessons.
- **Monthly Prepayment** – We require prepayment for lessons on a monthly basis – **Payment for each month will be due before the start of the students' first scheduled lesson of the month but no later than the 7th day of the month (whichever comes first) – a late fee of \$30 will be assessed on the 8th day, if still unpaid, on the 31st day an additional \$20 late fee will be added, and will be added every month until paid in full.** Students may be denied the opportunity to ride in their lessons if the lesson fees are late or unpaid. There are 3 methods to pay: 1) online using the link in your emailed invoice 2) sign up for credit/debit auto draft 3) place payment in the grey payment box at the barn. Payments are due even if the lesson was cancelled since makeups are allowed.
- **Cash, Check, and Credit Card Policy** – **We no longer accept cash payments** – if paying by cash is the only way you can pay you must hand the cash direct to managing staff or the instructor **and get a receipt.** Monthly invoices will be emailed out for online payments via your checking account. When **paying by paper check** please remember to write the lesson period you are paying for and the student's name on the memo line of the check before placing it in the payment box. If you would like to **pay by credit card** you must notify us by email to get the credit card option set up for payment of your invoice online – a 4% convenience fee applies.
- **Return Check Policy** – A Non-Sufficient Funds (NSF) or return check fee of \$35.00 will be assessed for every returned check or returned online payment. After a 2nd Non-Sufficient Funds (NSF) check or returned online payment, Horses for Hope will only accept certified funds for lesson payments.
- **Extra Lessons** – All students are allowed to take extra lessons, if desired, in any **group** lesson open spot if it is suitable for their riding level, however, payment for the extra lesson must be made on or before the day of the lesson prior to the start of lesson. In addition, family members or friends of students will be allowed to take an occasional group lesson if there is an appropriate spot available **with payment made at non-committed rate and proper FORMS completed PRIOR to anyone riding or taking lessons at HfH.**

PLEASE check appropriate box(es) – I am/have active military in the reserves a veteran never been in the military

I have read and agree to the terms listed above.

Participant Signature OR Parent/Guardian
Signature (If participant is under age 18)

Date

Print name