

# Registration and Payment details – Knowles Studios

- In order for a place to be kept open for your child in our classes, our dance policies state that payment is required monthly, by Direct Debit only.
- DD Payment Scheme – payment will be taken from the account you specify on 1<sup>st</sup> of every month. If you fail to make payment before the month starts, your child will be refused access to our class(es).
- We reserve the right to make changes to these amounts and/or collection date if necessary. In this case, you will be given a minimum of fourteen days notice via email prior to collection.
- Prices are based on 39 weeks' worth of classes and pro-rated over 11 months (September – July) making payments smaller and easier for you each month.
- We use GoCardless as our official DD collector. GoCardless is regulated by the Financial Conduct Authority as an Authorised Payment Institution. In addition, payments made via DD are covered under The Direct Debit Guarantee. You will receive an email from GoCardless explaining how to proceed with the setup.

## Failure to Pay

- Upon receiving notification from GoCardless of any unpaid, returned or recalled DD payments, we will apply a late fee of £10.

## Cancellations

- Where we cancel classes for any reason an alternative class will be arranged for your child to attend. If your child is unable to attend the alternative class, no refund will be given.
- If you wish to give up your child's place at Knowles Studios, you must give one full month's payment and written notice via email, we will then cancel the direct debit for you.

### Knowles Studios – Prices – Direct Debit

30 MINUTE CLASS - £17 PER MONTH

45 MINUTE CLASS - £22 PER MONTH

1 HOUR CLASS - £26 PER MONTH  
(Only Friday Musical Theatre 1 Hour class)

Direct Debits will be taken on the 1<sup>st</sup> of each month, a reminder the cost is spread out over the year for the classes making payments easier. We require a month's notice if you need to cancel your space.