



KTA Payment and Cancellation Policy for Summer Privates

- Only prepaid packages may be purchased
- Only cash, checks to Katrina Thomas, Venmo, Cash App, or Apple Pay will be accepted
- *During Summer Session Only, package “add-ons” will be allowed during the final weeks of summer if there are not enough weeks to purchase a full package.
- Payments are due on the day of the final lesson in the package. If for any reason the lesson is cancelled the week a payment is due, **you must still submit payment.**
- Everyone **must** have a credit card on file.
- If payment is **not** received within 3 days of the due date, the card on file will be charged the amount due, \$25 late fee, and 5% (of total due) processing fee.
- **All cancellations need to be communicated to Katrina Thomas (724)986-3944) and the private instructor in a group message.**
- Cancelling **with less than 24 hours notice** may result in account being charged for the lesson unless a doctor's excuse is provided.
- You must provide two weeks written notice when you wish to terminate a lesson slot, or two-weeks may be charged to the card on file.
- **All fees are non-refundable** (Gym credit only)
- Any billing and payment questions should be directed to 724-914-7787 or billing@katrinathomasacademy.com.

____ I have read the Summer Payment and Cancellation Policy and accept these terms and conditions and authorize credit card payment if terms above have not been met.

Credit Card Information

Name on card _____ Card Type _____

Card number _____

Exp. Date _____ CVC Code _____ Billing Zipcode _____

Signature _____ Date _____

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