# Brian Kay, Home Studio Administrative Information 2015-2016 Location, Hours, Rate, and Payment Policy

**Studio Location**
130 North Ave, Natick, MA  01760 (Enter 4 Rice St for GPS)

**Studio Hours**
- **Mondays, Tuesdays, and Thursdays 3:00-9:45**
- **Wednesdays 7:30-9:45 PM**
- **Fridays 3:00-5:30ish**
- **Saturday, and other times by special arrangement. (Earlier weekday times may also be available)**

**Payment Information**
Rate for regular weekly lessons (for those willing to commit to weekly lessons on school days, following your child's school calendar) is $68/hour or $51/45 minutes.  30 minute lessons are not encouraged because they are too short for optimal instruction, but they are available at $44/lesson. Rate for non-weekly (individually scheduled) or weekend lessons is $80/hour.  A limited number of lessons in students' homes are available, with an additional travel fee on a case by case basis. Terms for weekly students: Please pay by check, payable to Brian Kay, at the start of each month, for the number of lesson days in that month. A calendar of expected lesson days is available, and you may request a statement at any time of your payment history and balance due. For lessons missed by student for illness or conflict, one make-up credit per semester will be offered. Additional lessons missed by student for conflict or illness will not be credited, except in special circumstances, however, if you let me know in advance of a conflict, I would be glad to look for an alternate time.  In the event of inclement weather, lessons are optional, and a makeup credit is offered if you need or prefer to miss, but please let me know of your plans, since my students come from a variety of different towns. Makeup lessons may be scheduled for any time that is in addition to our regular weekly school-day time, including during vacations.  If I must cancel a lesson, I will offer you your choice of an alternate time (if available) or refund.  Thirty day written notice is required for withdrawal from the program.

Brian Kay, briankay@apollobrass.com