

Memo

To: Skaters and parents
From: Elizabeth Hollett-Shackett
Date: 9/28/2011
Re: Coaching Policies

To contact me: email: ehs@creativeskating.com phone: 610. 724.1993

Important Information: Please visit my website www.creativeskating.com for info on upcoming events, competitions, test sessions or for news features, students' achievements, and results.

Private Lesson Fees:

\$24/20 min, \$36/30min, \$54/45min, \$72/60min

For new students, payment is expected the day service is rendered for a 1-month period. Then, payment is expected either the day of service rendered or by the end of the calendar week. Ongoing unpaid balances may result in the loss of your lesson time slot.

Cancellation policy: to cancel or reschedule a lesson, please contact me ASAP. Same-day notice is considered late notice and you are responsible for paying the lesson fee. Rescheduling is better ☺

Coaching Fees for USFS Test Sessions

All test levels: \$36/test

- Ice dance test partnering fees available upon request.

Competition Fees

\$25/All Basic Skills & ISI events

\$36/US Figure Skating Event

\$54/Group or Pair/Dance Team event

Competition practices: *see lesson rates*

Besides event fees, the skater(s) is/are responsible for the coach's expenses incurred by the competition like travel, accommodations, parking, food, etc. I will prepare an invoice for each skater and distribute it before the competition. When I have multiple skaters at a competition, the expenses are *equally* shared among them, regardless of the number of events each skater is doing.

Extended Stay Competition: In the case of an extended stay at a competition with few skaters, an adjusted rate will be added to the invoice for loss of income. A 50% deposit is required before the going to an extended stay competition.