**Cancelation/payment policy**

**Cancelations**

To all clients participating in lessons delivered by Samantha Jarvis, I have a cancelation policy in place as below.

The cancelation policy covers any form of lesson, whether it is a private, semi, group or clinic.

* Lessons cancelled within a 24hr period full payment is required
* Lessons cancelled within 48hrs full payment is Require unless lesson is rearrange for another date
* Clinics spaces are not reserved untill payment has been made
* Once clinic times have been released if cancelling payment will still be required unless the space can be filled
* In the case of extreme weather on clinic dates, i will always try my best to find a new date for the clinic to run, if entries are not carried over to the new date there will be a refund minus a £5 admin fee
* Exceptional circumstances will be dealt with individually and at my (Samantha Jarvis) discretion.

It is at my (Samantha Jarvis) discretion to cancel lessons if the weather is not safe for lessons to continue/take place. In this situation a cancelation fee will not be require.

**Payment**

* No clinic spaces are reserved until the correct payment if made
* Full lesson payment is required on the day the lesson has taken place unless otherwise agreed.
* It is within my (Samantha Jarvis) right to not carry out any pre-booked lessons if previous payment has not been received
* Payment is accepted either by cash or BACS transfer