



## Xtreme Talent Dance Company Registration Checklist

**Congratulations! You are one step closer to completing your dance registration for the 2020/21 dance season. Please review the following checklist and submit all required paperwork.**

- Please Print and review the Policies and Procedures Form. This document must be signed and submitted with your registration paperwork.
- Please Print and Review the New Student Registration Form. This document must be signed and submitted with your registration paperwork.
- Please Include a \$25/Dancer/Year Registration Form Dated for Today's Date.
- Please Include a Post-Dated Cheque for your Costume Deposits Dated for Oct. 1st, 2020.
- Please Include a Post-Dated Cheque for \$20 for your Studio T-Shirt, Dated for Dec. 1<sup>st</sup>, 2020.
- Method of Payment (Please Circle) :
  - EFT (Credit Card Must be Provided as Backup)
  - Post-Dated Cheques – Please Include 10 Cheques  
(or 12 Cheques for yearly tuition Option from July-June)
  - Monthly Credit Card – Bring Information to the office To Be Kept on File



**REGISTRATION FORM**

**Student Information**

Student's Name: \_\_\_\_\_ Date of Birth (MM/DD/YYYY): \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Primary Phone: \_\_\_\_\_ Phone (2): \_\_\_\_\_  
 Name of Person responsible for paying fees: \_\_\_\_\_  
 Primary Email Address: \_\_\_\_\_  
 Primary Billing Phone # \_\_\_\_\_

**Medical**

Allergies: \_\_\_\_\_

**Legal Release and Policy Acceptance (please initial)**

I/we understand the Studio Policies       I/we understand my billing obligations  
 I/we understand the risks related to dance       I/we understand my responsibilities for my property  
 I/we understand the dress code       I/we understand the schedule  
 I/we give media use rights permission       I/we understand the attendance policy

\_\_\_\_\_  
 Signature / Responsible Party

\_\_\_\_\_  
 Date

**\*Not to be completed for Drop-in Students**

**Classes – Please See Attached Schedule**

**Initial Start-Up Fees**

Registration Fee:	\$25/Dancer	Total: \$ _____	*Cheque Dated for Today
1 <sup>st</sup> Month Tuition:	_____	Total: \$ _____	*Cheque P-D for September
1 <sup>st</sup>			
Studio T-Shirt:	\$20/Dancer	Total: \$ _____	*Cheque P-D for Dec. 1st
Costume Deposit:	\$50/Routine(Rec)	Total: \$ _____	*Cheque P-D for October 1 <sup>st</sup>
	\$75/Routine	Total: \$ _____	

**Competitive Student Estimates – \*\*\*Just Estimates \*\*\*** Group: \$40.00/Group/Competition Duos: \$50.00/Dancer/Competition Solo: \$75-\$100/Dancer/Competition Group Costumes : \$125-\$175/Costume Solo/Duo Costumes: \$150-\$200/Costume



## POLICIES & PROCEDURES

### METHODS OF PAYMENT

1. Credit Card Kept on File. Processed On the first of every month. \*PLEASE NOTE THERE IS A 5% SURCHARGE FOR ALL CREDIT CARD PAYMENTS FOR COSTUME AND COMPETITION FEES.
  2. Post-Dated Cheques Dated for the 1<sup>st</sup> of each Month. Deposited on the 1<sup>st</sup>.
  3. EFT Sent to [accounts@xtremetalent.ca](mailto:accounts@xtremetalent.ca). All Families Paying by EFT Must have a valid Credit card on File for any late or missed payments. Without a Credit Card You Cannot choose this method of payment. \*PLEASE NOTE THE FOLLOWING: If payment is being made by EFT this must be sent by the first of the month. Your Credit Card will be billed by the 5th of the month if payment has not been received.
- NSF and Returned Payments - A \$25 NSF Fee applies
  - Your account must be paid on the 1<sup>st</sup> or a \$15 late payment charge will be applied to your account automatically. If your account remains unpaid by the 15<sup>th</sup> another charge will be applied. If the account remains unpaid for 30 days your son/daughter will no longer be able to participate in class until arrangements are made to clear your account. **\*Will be strictly enforced\***
  - A \$25 registration fee per dancer/year is due upon registration. This fee is non-refundable.
  - Fees are based upon a year rate and for your convenience are divided into ten equal monthly payments. Your Monthly tuition is the same in September, as it is in December and March. Your yearly tuition is based on class time, rehearsals, community events, extra lessons etc. Regardless of the amount of weeks in a month, the tuition remains the same over the 10 month period out of convenience. 12 MONTH TUITION FROM JULY-JUNE NOW AVAILABLE.
  - To withdraw a student from a class Xtreme requires written or verbal notice of this intent before the 1<sup>st</sup> day of the month. Refunds will not be given for the remainder of the month regardless of the students attendance. Once you withdraw your remaining cheques will be returned to you. No withdrawals after March 1<sup>st</sup>, unless there is a Doctors note providing proof that the student is not fit to continue dancing.
  - Students who miss classes due to family vacation, school, extra curricular commitments or illness will not receive a refund for these classes. However they are encouraged to make up their lessons if possible. It is proper etiquette to inform the studio of an absence in advance, and at that time suitable arrangements will be made if at all possible.
  - Classes cancelled due to extreme weather will be forfeited. Classes cancelled by the studio will make every effort to be rescheduled. Competitive classes will be rescheduled throughout the season as an extra rehearsal before a performance. **If the studio is forced to close due to**



circumstances beyond our control (ex: Global Pandemic, Act of God) no fees of any kind will be refunded.

### STUDIO INFO

▪ Our Studio is a Licensed childcare facility. It is important to note that During Preschool and Daycare Hours, only qualified licensed employees and students enrolled in our program are allowed inside the building. It's important to note our hours of operation so that lessons/drops off are not planned during these times.

7:00AM-9:00AM – Before School Care

9:15AM-11:45AM – Preschool

2:00PM-3:30PM – Afterschool Care

7:00AM-6:00PM - Studio Closure Days – EG. Spring Break and/ Pro-D Days

Please Note: Our Office is Always Open and can be accessed during this time. Doors for the studio open at 3:30PM.

### RECREATIONAL DANCERS

▪ A \$50 Costume Deposit will be due per dance on October 1ST. EG: Sally is in 3 Dances = \$150 is due October 1<sup>st</sup>. **This is a Non-Refundable Deposit.** PLEASE NOTE: Cheque Must be Post Dated and Handed into the office upon Registration.

▪ I understand that dance costumes will vary in price from \$50-\$115/Costume. I also understand that the balance of each costume must be paid in full before the costume can be released.

\_\_\_\_\_ Initials

▪ A \$20 T-Shirt Will be Purchased for Each Dancer at the Studio. This T-Shirt is used in our Winter Recital and is Mandatory for All Dancers. This fee will be Due December 1<sup>st</sup>. . PLEASE NOTE: Cheque Must be Post Dated and Handed into the office upon Registration.

▪ I Understand that my Recreational Dancer participates in two performances with the studio. One performance in December, and one performance in June. I understand that attendance is not optional and dancers are expected to attend any rehearsals for these mandatory shows. I also understand that these performances are ticketed events and parents will need to purchase a ticket to attend. I also understand that for the December Show Students wear their studio T-Shirt (See above), and in June they wear a costume.

\_\_\_\_\_ Initials



**COMPETITIVE DANCERS**

▪ A \$75 Costume Deposit will be due per dance on October 1ST EG: Sally is in 3 Dances = \$225 is due October 15st. **PLEASE NOTE: Cheque Must be Post Dated and Handed into the office upon Registration.**

\_\_\_\_\_ Initials

▪ I understand that Competitive Costumes will vary in price from \$100-\$200/Costume. I also understand that the balance of each costume must be paid in full before the costume can be released. Final Payment Due Date for 2<sup>nd</sup> Payment Feb 15<sup>th</sup>, 2021, or when costume arrives, whichever comes first.

\_\_\_\_\_ Initials

▪ I Understand that if my son/daughter gets injured or cannot attend a performance or competition that I must lend my costume to a suitable replacement when necessary.

\_\_\_\_\_ Initials

▪ Competition fees will be billed in three separate payments. **SEPT 15TH, OCTOBER 15TH, NOVEMBER 15TH.** These dates are **FIRM** due dates. Fees will be calculated for **ALL** Competitions, and Divided into 3 equal payments. THE OPTION TO PRE-PAY FEES AT ANYTIME STARTS JULY 1<sup>ST</sup>, 2020. (PLEASE INDICATE WITH EACH PAYMENT WHERE YOU WANT FEES APPLIED). **PLEASE NOTE: Cheques Must be Post Dated and Handed into the office by NO LATER THAN SEPT 15, 2020.**

▪ I Understand that if I do not submit my competition fees by the above dates I forfeit my child's entry into competitions for the 20220/21 Season. At this point your Son/Daughter would be asked to leave the choreography classes.

\_\_\_\_\_ Initials

▪ All Competitive Dancers require a team Jacket for the competition season. Jacket orders are sent in on October 15<sup>th</sup>. Team Jackets are \$125.00.

▪ Guest Choreographers – Students are Responsible for splitting the cost of any guest choreographers that are used. These range in price from \$75-\$125 dancer.

I have read and I have agreed to Xtreme Talent's policies and Procedures.

\_\_\_\_\_

Parent's Signature

\_\_\_\_\_

Date

# Xtreme Talent Dance Company

## Credit Authorization Form

I, \_\_\_\_\_ Parent/Guardian of \_\_\_\_\_ Authorize Xtreme Talent Dance Company to

Bill my Credit Card For the Following Charges:

(Please Initial Beside the Arrow for the fees that you would like to have come off your card each month)

➤ Monthly Tuition in the Amount of \$ \_\_\_\_\_

The following fees will be charged a 5% surcharge on all transactions. Alternatively, you can provide cheques, cash, or E-transfers for these fees and not be charged a surcharge.

➤ T-Shirt Cost in the Amount of \$20.00

➤ Costume Deposits on Oct. 1, 2020 in the amount of \$ \_\_\_\_\_

➤ Costume Balance (Amount to be determined)

➤ Competitive Fees in 3 Equal Payments on the 15<sup>th</sup> of Sept., Oct., Nov. 2020

I understand that my credit card will be charged, for any charges to my dance account that I do not provide an alternate form of payment for.

Signature: \_\_\_\_\_

The Terms of this Contract are (Date): \_\_\_\_\_ to June 30<sup>th</sup>, 2021.

**Name on Card :** \_\_\_\_\_ **Card Number :** \_\_\_\_\_

**Expiry Date :** \_\_\_\_\_ **CVV :** \_\_\_\_\_ **Billing Postal Code :** \_\_\_\_\_