



Class Drop Request

Family Information / Parent / Guardian / Billing Contact

Parent/Guardian First Name: _____ Last Name: _____

Participant Information

1st Participant Name: _____ Class Name _____ Day _____ Time _____

2nd Participant Name: _____ Class Name _____ Day _____ Time _____

3rd Participant Name: _____ Class Name _____ Day _____ Time _____

Reason for dropping class: _____

If extra space is needed please use back side of this form. If you are satisfied please tell others. If you are not satisfied please tell us.

Signature: *I have read and completely understand all terms and conditions of this agreement.* Date _____

I understand that once this document is submitted to the Business Office your class drop request goes into effect immediately. If you drop a class mid month you will not receive credits and/ or refunds for the remaining classes in the current month. You may wish to complete the remaining classes in the current month and turn in your drop request after the last class of the month. If I decide to cancel a class before it begins I understand that Heart & Soul does not issue refunds.

You may submit your completed form using one of the following methods:

- Email the completed form to drop@heartandsoulkids.com
- Drop the completed form in the drop box in our lobby

Student Waiver & Release of Liability

ASSUMPTION OF RISK, WAIVER OF LIABILITY As legal guardian and/or one of the above named persons and/or participants, I recognize that potentially severe injuries, including permanent paralysis or death can occur in sports or activities involving height or motion, including but not limited to inflatable's, gymnastics, tumbling, cheerleading, clinics, camps, private lessons, birthday parties, birthday party guests, bring a friend, play time, field trips, special olympics, swimming, competitions, preschool, group activities, family fun nights, parents night out, trampoline, dance, karate, circuit training, running, free weights, conditioning, obstacle courses, personal training and group fitness. Being fully aware of these dangers, I voluntarily consent to the aforementioned persons participating in any and all programs at Heart & Soul and I ACCEPT ALL RISKS associated with that participation. In consideration for allowing my child and/or myself to use this facility, I, on my own behalf and the behalf of my child and our respective heirs, administrators, executors, and successors, hereby COVENENT NOT TO SUE and FOREVER RELEASE Heart & Soul, its officers, directors, shareholders, employees or other representatives, whether paid or volunteer, from all liability for any and all damages or injuries suffered by myself or my child while under the instruction, supervision or control of Heart & Soul. I also understand that it is the responsibility of the legal guardian and/or the above named persons to warn the participant and/or be aware of the dangers of injury. The guardian is aware and should warn the participant according to what the guardian feels is appropriate. Heart & Soul will only warn the participant thru safety messages and our teaching style and progressions. I also understand and give permission for photographs and videos of named persons and/or participants and/or myself be used in print or broadcast media as deemed appropriate for the promotion of Heart & Soul. PERMISSION FOR EMERGENCY MEDICAL TREATMENT/MEDICAL INSURANCE I confirm that the above named persons and/or participants are in good health and I have medical insurance and will provide coverage while named persons and/or participants are enrolled. I fully understand that Heart & Soul staff members are not physicians or medical practitioners of any kind. With the above in mind, I hereby release Heart & Soul staff members to render temporary first aid to named persons and/or participants in the event of any injury or illness, and if deemed necessary by the Heart & Soul staff to seek medical help including calling of an ambulance for said named persons and/or participants should the Heart & Soul staff deem this to be necessary. Additionally, I hereby agree to individually provide for all medical expenses, which may be incurred by named persons and/or participants as a result of any injury sustained while participating at Heart & Soul.

TUITION PAYMENT, ENROLLMENT AND INSTALLMENT BILLING INFORMATION I understand if the above named person is enrolled in a program that has installment monthly tuition I am continuously enrolled in the program and I will incur installment monthly tuition charges on my account until I submit a Heart & Soul class drop request. This document may be obtained from the Heart & Soul Business Office or downloaded from our website www.HeartandSoulkids.com. If I am dropping a class (with installment monthly tuition) it must be done on or before the last day of the month. If I drop a class after the month begins I will not receive credits and/or refunds for the remaining classes in the current month. I understand that Heart & Soul does not give make-up classes, credit and/or refunds for, but not limited to programs, class(es), inflatable's, gymnastics, tumbling, cheerleading, clinics, camps, private lessons, birthday parties, birthday party guests, bring a friend, play time, field trips, special olympics, swimming, competitions, preschool, group activities, family fun nights, parents night out, trampoline, dance, karate, circuit training, running, free weights, conditioning, obstacle courses, personal training and group fitness, missed and/or cancelled due to holiday, vacation, illness, weather or any other reason. Heart & Soul does not issue refunds. All sales are final for any product and/or service purchased and/or provided by Heart & Soul. If I should receive five classes during the month instead of four there will be no extra charge although it will be considered a makeup for classes missed while we are closed for holidays. We've found that during the course of a year this averages out nicely and is a far less confusing payment arrangement for everyone concerned. I am responsible to make timely payments of my balances due on my Heart & Soul account. From the date of registration forward my entire account balance shall be due the 1st of each month. I understand this only applies to programs that have installment monthly tuition. Fees for other products and/or services shall be paid for at the time of purchase and/or registration. If my payment is not received on or before the due date, Heart & Soul will initiate electronic payments for any balances due on my account PLUS an administrative late fee of \$25.00. Payments will be processed with the payment method/information I have chosen. If provided, an e-mail notification will be sent any time a payment is processed. I acknowledge that this authorization will remain in effect until I notify the Heart & Soul Business Office in writing that the authorization should be terminated. If for whatever reason, payments cannot be processed and my account balance remains overdue, understand that my enrollment in classes will be cancelled. I will be responsible for all costs incurred for collection of any delinquent payments, including but not limited to collection attorney fees/ court costs. I understand that monthly payment amounts may vary as classes are added or dropped and as other charges/payments are applied to my account. A \$25.00 late/insufficient funds fee will be charged for all un-paid accounts monthly. New and updated billing, address and telephone information is the responsibility of the member, and not the responsibility of Heart & Soul to notify the member of expired/declined credit cards. All overdue accounts, including cancelled accounts, will be charged \$25.00 late fee each month until the account is paid in full or arrangements are made for payment. All currently enrolled students will be charged an annual registration fee of \$30 (one child)/\$20 (second child)/ \$10 (each additional child) that will be posted to my account on the 1st of the month of my registration anniversary date with Heart & Soul. Heart & Soul reserves the right to modify the terms of this agreement with written notice.

How do I drop a class? If you wish to drop a class you may do so at any time. I understand if the above named person is enrolled in a program that has installment monthly tuition I am continuously enrolled in the program and I will incur installment monthly tuition charges on my account until I submit a Heart & Soul class drop request. This document may be obtained from the Heart & Soul Business Office or downloaded from our website www.HeartandSoulkids.com. If I am dropping a class (with installment monthly tuition) it must be done on or before the last day of the month. If I drop a class after the month begins I will not receive credits and/or refunds for the remaining classes in the current month.

Before the class drop request takes effect, the form must be completed and returned using one of the following methods:

- Email the completed form to drop@heartandsoulkids.com
- Drop completed and signed form in the drop box located by the front door in the Heart & Soul Lobby.