

# Policies

TO: Guitar Students  
FROM: Michael Fogler



299-3074

[lexguitarist@insightbb.com](mailto:lexguitarist@insightbb.com)

---

These are the official policies for taking guitar lessons:

- When you have a lesson time it is a weekly commitment. Exceptions are made individually on a case-by-case basis.
- Payment is expected at each lesson for that lesson. Paying ahead is not required but may be done.
- If you do not show up for a lesson without prior notification, you must cover the fee for that lesson at your next opportunity.
- If you call or email to cancel a lesson before the day of your lesson, you will not be charged for that lesson. Efforts to find an alternative time may be made.
- If you call or email to cancel a lesson the day of your lesson, you must cover the fee for that lesson at your next opportunity. This is regardless of whether the reason is “good” (like unforeseen events, or suddenly coming down with an illness) or “bad” (like simply forgetting). Efforts to find an alternative time may be made.

That's it!

Thanks for your efforts and your cooperation.

Michael Fogler