



## Evelia Espinosa's Art Studio

#3 - 99 Moray Street  
Port Moody, BC

# 2022- 2023 Terms & Conditions

1. **2022-2023 Tuition Fees:**
  - a. **Registration Fee:** \$70.00 (Non-refundable)
  - b. **Children's Drawing & Painting Classes:** \$95.00 monthly tuition
  - c. **Adults Painting Classes:** \$120.00 monthly tuition
  - d. **Children's Ceramics Classes:** \$160.00 monthly tuition
2. In order to complete the registration process and reserve a spot, the following documents & tuition fees are required:
  - a. A completed Registration & Regulation form.
  - b. A completed Pre-Authorized Debit (PAD) Agreement including a VOID cheque.
  - c. Paid registration fee.
3. **Class Information:**
  - a. Drawing & Painting classes are 50-minutes in length.
  - b. Ceramics classes are 80-minutes in length.
  - c. Students enrolled in the Drawing & Painting Program will alternate between a drawing and a painting class.
  - d. There is no guaranteed number of completed pieces per year. Each student has a unique set of abilities and according to those abilities they will paint/draw/build at their own pace.
4. Indoor mask use is optional unless stated otherwise by the current provincial health mandates and regulations.
5. Please, park your car in designated areas. As per the regulations of the facility, cars parked in prohibited areas will be towed at the owner's expense.
6. **Holidays & Long-Weekends:**
  - a. Classes are not held on Statutory Holidays.
  - b. The studio remains open during long-weekends unless stated otherwise.
7. **Missed Classes:**
  - a. If your child is sick, please contact the studio **prior** to the start of their class in order to be eligible for a make-up class.
    - i. Make-up classes due to illness are only available by request and are subject to approval and availability.
  - b. Classes missed during long weekends will not be made-up.
  - c. There are no make-up classes even as a result of vacation, sports or other activities.
  - d. In cases of extended absences (4 weeks or more), a student is eligible to make-up half of the classes missed. Please contact the studio **prior** to the start of an extended leave to advise of the circumstances.
    - i. Make-up as a result of extended leave are only available by request and are subject to approval and availability.
8. **Cancellations:**
  - a. A cancellation form & 30-day prior written notice is required for cancellation.
  - b. Cancellations can only be made from September 1<sup>st</sup>, 2022 - November 30th, 2022.
    - i. **There are NO cancellations or refunds after December 1<sup>st</sup>, 2022.**

- c. I understand that requesting a stop payment or canceling my PAD agreement does not terminate this contract nor does it cancel the amount I owe.
  - i. Arrangements to pay any owing amounts will have to be made if a stop payment is made or PAD agreement authorization is revoked. Penalty fees may apply.

**9. Non-Sufficient Funds Fee:**

- a. There is a \$50.00 NSF fee. This fee along with the missed tuition fee will need to be paid via e-transfer.
- b. I understand that my e-transfer privileges can be revoked as a result of improper use such as multiple follow ups, constant reminders and missing payments.

**10. Art Test:**

- a. Each student will be placed in one of the following levels: *Beginner, Intermediate, Mixed Medias, Abstract, Surrealism and Advance (Advance Watercolor, Acrylic, Drawing and Oil)*.
  - i. Students will be tested on skill and theory according to their level.
  - ii. Students will prepare for the test in class, however, at home studying is encouraged.
- b. All students are required to partake in the annual Art Test.
  - i. Exceptions will be made for young students and those that have registered too close to the Art Test date and therefore have not had time to prepare.

**11. Children's Art Festival:**

- a. Participation in the Children's Art Festival is **mandatory** for all students aged 5-18.
  - i. Students older than 18 years of age can choose to participate in the Children's Art Festival.
- b. Each student is required to submit one to three (1-3) paintings and one (1) drawing for the Children's Art Festival.

**12. I provide consent for my child to be photographed/interviewed to promote their work through Evelia Espinosa's Art Studio.**

- a. I understand that these photographs/ interviews will be archived and may be used for promotional purposes at any point in time.

**I accept the consequence of the suspension of my child's classes if any of the terms and conditions stated above are violated.**