



Spanish with Chantelle

Student:	Phone:	Email:

Contract Start Date:	Contract Valid Until:

* This field will be completed by me upon receiving an electronic signature *

This Service Includes:

- One session, at 60 minutes, each week
- Access to *Quizlet*, *Boomcards* and numerous online sources
- Spanish tutoring for academic and conversational use

Payment Terms: (Venmo, CashApp, Zelle, PayPal) -client pays any platform fees

	Pay selected contract in full on contract start date
	\$180 at the start of contract and then on the 1st of each following month
	\$45 weekly on the Sunday prior to the sessions

\$5 late fee will be applied each day past due + sessions will pause until paid in full with no contract extension

Contract Options:

3 Months	(12 sessions)	\$ 540
6 Months	(24 sessions) + 1 free	\$ 1080
9 Months	(36 sessions) + 2 free	\$ 1620
12 Months	(48 sessions) + 3 free	\$ 2160

Custom Contracts available 12 sessions minimum

Rescheduling & Cancellation Policy

- Sessions canceled or rescheduled with **less than 24 hours' notice** will be **counted as used**.

Example: If a student has completed 10 of 24 sessions and misses a session without proper notice, the session will be marked as completed (11 of 24).

Emergency Exception: Documented emergencies (illness, family emergency, etc.) may be exempt from forfeiture at the tutor's discretion.

Late Arrivals & No-Shows

- Late arrivals **without communication** exceeding **10 minutes** will be considered a **no-show** and the session will be forfeited.
- Students are responsible for tracking and remembering session times.
- Please allow **5 minutes between sessions** for transitions.

Payment & Refund Policy

- **All contracts must be paid in full** once the contract start date has passed.
- **No refunds** will be issued for unused sessions if the client is unable to complete the contract within the agreed timeframe.
- **Bonus or unused sessions do not transfer** to a new contract.
- The total number of purchased sessions (**including any bonus sessions**) must be **scheduled and completed within the contract period**.

Example: A 6-month contract provides **24 weeks** to complete **24 sessions + bonus session**.

Communication + Technology Policy

- Communication outside of scheduled sessions (email/text) is limited to reasonable academic support and scheduling needs.
- Clients are responsible for having reliable internet and access to required platforms. Technical issues on the client's end may result in session forfeiture.
- Some sessions will be recorded and used for business promotion

Contract Cancellation & Termination

- Cancellation of a signed contract **prior to the start date** will result in a **\$180 cancellation fee (one month's payment)**.
- The tutor reserves the right to **terminate services** for reasons including, but not limited to: repeated no-shows, non-payment, or inappropriate conduct.
 - In the event of tutor-initiated termination, any unused **paid** sessions will be handled at the tutor's discretion.

Signing this contract indicates understanding and acceptance of all terms.

Electronic Signature (a guardian must sign if the student is a minor)

My promise to you: If I am unable to attend a scheduled session with less than 24 hour notice I will extend the contract date by one week OR give one free session, the choice will be mine to make.
