

Enrichment Services, Inc.
CONTINUOUS TUTORING CONTRACT

Updated 10/1/10

Full Name of Student	Age/Grade	Date of Contract
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The undersigned, contract to enroll the above student in tutoring sessions at Enrichment Services, Inc./DBA Winchester Academy according to the following scheduled hours per week. (I/We) have read, understand, and acknowledge the provisions listed below.

Hours per week: _____

Subject(s): _____

Tutor Name: _____

Tutor Phone: _____ Tutor Email: _____

I. Tuition & Fees

Non-refundable fees for the scheduled tutoring sessions include a registration fee of \$30.00, received on _____. Fees for tutoring is charged at a rate of \$_____ per session with the entire month due on the 1st of the month prior to the scheduled sessions. The first payment is due upon contract signing with subsequent payments due the month prior to the scheduled sessions. Payments for classes are due upon enrollment, payment in the amount of \$_____ was received on _____. This account will be subject to late fees if payment is not received by the 5th of each month.

Enrichment Services, Inc. has the right to cancel any and all tutoring sessions due to delinquent payments.

I. Tutoring & Class Fees

- A. Tutoring fees are billed according to the sessions that both the tutor and client have agreed upon.
- B. Statements are due upon receipt. A late-payment fee of 10% of the unpaid balance will be assessed for missed payments more than five days overdue. I agree to pay, to the extent permitted by law, Enrichment Service's expenses for enforcement and collection of the tutoring fees and related expenses, including attorney's fees and costs. I understand that the account will be turned over to a collection agency if payment is not made within 30 days of the scheduled payment. If payment is still not received within 6 months, the account may be forwarded to an attorney for collection.
- C. Submitting a payment of non-sufficient funds will result in a fifty dollar (\$50.00) administrative fee. After submitting two payments of non-sufficient funds the client will need to pay all future fees due to Enrichment Services in the form of cash, or cashier's check.
- D. Cancellation of this contract must be in writing with 30-days notice. The 30-day notice will be calculated from the date of receipt of the withdrawal letter.

