



## Terms and Conditions

### 1. Register

1. You can only register via the website. After filling in and sending the registration form you're officially registered. Upward of that date, your contribution payments will start. After registration you will receive a manually sent email with information about the first payment. This payment should be paid as soon as possible by bank. After registration/payment, a photo will be taken of you and, if you want, you can receive a membership card at the school.
2. The membership card can be used to loan a locker. You hand it in at the reception and receive a key for a locker. After the lesson, the locker key will be exchanged for your membership card.
3. We register everyone in class via the attendance lists. In case of overdue payment, we cannot grant you access to the lesson.

### 2. Payments

1. The payment upon registration consists of the registration fee, the contribution of the first month and the contribution of an additional month that will count as the 'month of cancellation'. The cancellation month must always be equal to the amount of the monthly contribution. This will eventually be used as the last month's contribution after written cancellation.
2. The monthly contribution must be paid before the 8th of the month. You can transfer the amount due via our bank number NL51INGB0009114968 in the name of Leidse Ballet & Theater School stating the month, name of student and membership number.
3. You are responsible for making your payments on time. **No invoices will be sent and payments will never be refunded.**
4. The season runs from September to June. The short school holidays must be paid for; the summer holidays (July and August) not. The holidays and days off can be found on our website.

### 3. Delinquent Payments

1. In the event of late payment, a free reminder will be sent first. This is followed by 2 more reminders, whereby €5 administration costs are charged each time.
2. If you have not paid after two reminders, you will receive a notice of default. You then have five days to make the payment including the administration costs already charged. If the payment is not made within five days after the notice of default, the outstanding payment will be transferred to a collection agency.

### 4. Canceling your subscription

1. You must cancel your lesson(s) in writing. You can cancel by sending an email to [info@lbts.nl](mailto:info@lbts.nl). When you cancel, you will receive a confirmation, keep it well. This is proof that you no longer owe any contribution. Without cancellation, your subscription will continue, even if you no longer attend. So cancel in time, because **refund of tuition or the cancellation month is not possible!**

2. If you want to cancel and do this before the 8th of the month, the cancellation month already paid when registering can still apply for that same month. If you cancel on or after the 8th of a month, you still have to pay this month. The cancellation month then only applies for the following month.
3. The season runs from September to June. Don't want to come back after the summer break? Then cancel your subscription before 8 June.
4. The class schedule changes every year. So keep in mind that the time of your lesson can always change in the new season. Do you not want to take the risk that you will no longer be able to take your class in the new season? Then also cancel before June 8th.
5. COVID-19: In the unlikely event that the government temporarily closes us, we will continue online under the same conditions. You can of course always terminate your subscription according to the always applicable rules.

5. Temporarily suspend subscription

1. It is not possible to temporarily stop your subscription. An exception is only made in the event of pregnancy and long-term injury/illness. You must submit a medical certificate for this to our school.

6. Unsubscribe from a lesson/make-up lessons

1. If you are unable to attend your class, you can unsubscribe by e-mail at [info@lbts.nl](mailto:info@lbts.nl).
2. If you want a make-up lesson for this class you need to unsubscribe on time:
  - For morning and midday classes this is until 18:00 the evening before.
  - For evening classes (from 18:00) this is until 16:00 the same day.Cancellations after these times no longer entitle you to a make-up lesson. This make-up lesson can be used at your own discretion, but in consultation and taking into account age and level. Therefore, let us know in advance which lesson you want to attend.
3. A make-up lesson needs to be reserved by email.
  - For morning and midday classes this is until 18:00 the evening before.
  - For evening classes you can also reserve a lesson by telephone that evening.Please note: you cannot follow your make-up lesson without confirmation by email.
4. The make-up lessons cannot be exchanged for membership fees and remain valid until the end of the dance season. Make-up lessons are no longer valid after termination of the subscription.

7. Trial lessons/separate lessons/frequency card

1. Trial lessons can be requested via the website.
2. Individual lessons can also be requested via the website. Individual lessons are only possible if there is room in the lesson in question. Registered members have priority.
3. If you cannot come to your lesson regularly, you can buy a frequency card. Again, you can only enter the class if there is room in the relevant class.
4. For trial lessons/separate lessons or lessons on a frequency card, you can only take the lesson after you have received a confirmation email from us.

8. Liability

1. The Leidse Ballet & Theater School is not responsible or liable for loss, damage or theft of personal property.

2. This also applies to any physical injuries sustained at the Leidse Ballet & Theater School. Always report injuries or other limitations to the relevant teacher.
3. The above two points cannot therefore be invoked at the Leidse Ballet & Theater School.

9. Privacy

1. Visitors, parents and members are not allowed to make images. However, the school can take photos and video recordings of the lessons and performances. These are used for study material, but can also be used for our own website and social media. We will treat this material with respect and never hand it over. By signing the registration form you agree to this. If you do not agree, please let us know in writing.
2. The teaching material, such as choreographies, is not permitted for external use (including social media), unless there is permission from the relevant creator of the material.

*Provisions not provided for in the general terms and conditions are determined by the management of the Leiden Ballet & Theater School and are binding on the member.*