



Thorncroft

190 Line Road, Malvern, PA 19355 / (610) 644-1963 * Fax (610) 644-9342

Lesson Payment Policy Between Thorncroft

Welcome to Thorncroft. We're pleased to have you among our riding family and hope you enjoy a wonderful experience. Please read the following information concerning our lesson payment and cancellation policies very carefully. Your familiarity with our policies will help prevent any misunderstandings.

COST OF LESSONS: We offer two payment plans. #1: The per lesson rate for a group lesson (up to 6 students per 1 hour), or a private lesson (1 student per 1/2 hour) is **\$45.00**. You may choose to pay per lesson or be billed at the rate of **\$45.00** per lesson at the end of the month. #2: You may pay **\$150.00** per month by the 15th of each month. We offer this option to encourage prompt payment, and to keep bookkeeping costs at a minimum. **The discounted rate ONLY applies to a full month's payment of \$150.00, payable by the 15th.**

- No-shows and Cancellations made just before the scheduled lesson time will be charged at **\$45.00** per lesson.
- If a rider chooses to take a month off, we ask that they reserve their lesson time with a payment of **\$90.00** per month prior to leaving. If the student chooses not to pay the deposit, Thorncroft cannot guarantee that their lesson time will remain available.

PAYMENT METHODS: You may pay for your lessons in person. There is a silver cup located on the counter in the lobby to place checks in. Personal checks are the preferred method of payment (we do not accept credit cards). If you elect to pay by cash, you may obtain a cash receipt from Audrey, Jenny or Mr. Dixon. If you pay by mail, please remit payment to the above address. All checks should be made payable to Thorncroft. Please include on your check the **student's name, instructor's name, the month and dates being paid.**

DELINQUENT ACCOUNTS: All invoices are due and payable upon receipt. No account should go beyond 30 days. At the discretion of Thorncroft management, lessons to students whose account is 90 days or older will be refused.

MISSED LESSONS: It is the student's responsibility to attend the lesson at the assigned time. You are paying to retain a particular time slot, which you are expected to keep. If you are unable to attend a lesson, please call and leave a message for your instructor. This courtesy will offer time out in the fields for a horse that may otherwise be kept in the stall. Multiple absences may jeopardize your time slot. **We DO NOT offer make-ups or issue credits for lessons missed.**

TEC HOLIDAYS: There will be a sign posted at the beginning of any month that TEC will be closed for a holiday.

BAD WEATHER: If the barn is closed due to bad weather, our answering machine (610) 644-1963 will have a message on it stating... "The barn is closed".

TERMINATING LESSONS: We would appreciate notification, in writing, two weeks before you plan to discontinue lessons. In the interest of better serving our riders, we would like to have additional information as to why you are terminating lessons. Please inform Jenny of such information.

HORSE CARE: If physically able, each student is responsible for preparing his or her horse for the lesson (grooming, tacking up, sweeping up after the horse, etc.). Please plan on an additional 1/2-hour before each lesson to tack up your horse/pony. There is barn help available to help you prepare.

**A NON PROFIT ORGANIZATION
"HORSES AND PEOPLE OUR SPECIALITY"**