

# SWIM LESSON AGREEMENT

Thank you for choosing Fort Sanders Health & Fitness Center for your swim lessons! All our swim instructors are required to maintain a current Water Safety Instructor certification through the American Red Cross. Please read the information below, sign and return to your swim instructor.

1. Each swim lesson is based on a mutual time and lesson length agreed upon by the swim instructor and the client (i.e. Half-hour, Hour, Private, Semi-Private.) Be sure you get the instructor's contact info as all scheduling is done individually between swim student and instructor.
2. Only FSHFC employees who are ARC certified swim instructors may conduct swim lessons at this facility. Members may not employ other members or guests to teach lessons in our pools due to liability and conflict of interest.
3. No Show Policy: Any client who does not show for a lesson will be charged for the appointment.
4. Late policy: Any client who is late for a lesson, will only be taught for the remainder of the agreed upon lesson time frame. After 15 minutes, the swim instructor is not required to fulfill the lesson. It will be considered a "no show" and the client will be charged for the lesson. Any swim instructor who is late for a lesson should add on the missed amount of time to the end of the lesson. If this is not possible and the swim instructor is over 15 minutes late, there will be no charge for the lesson.
5. Cancellation Policy: As a professional courtesy there will be no charge on lessons cancelled with a 24 hour notice. Any cancellation less than 24 hours will be considered a "no show" and the client will be charged for the lesson. Prepaid lessons will remain on your account to be used for a later lesson. We will take into consideration illness or last minute emergencies.
6. PAYMENT IS REQUIRED PRIOR TO SWIM LESSON OR WITH YOUR CONSENT, WILL BE CHARGED TO YOUR ACCOUNT ON THE DAY OF YOUR LESSON. FOR YOUR CONVENIENCE, YOU MAY PURCHASE PACKAGES OF 10 LESSONS AT A DISCOUNTED RATE.

- **Front Desk.** You may purchase swim lessons at the front desk using cash, check, credit card or credit card on file. Please tell the staff that you want to purchase swim lessons under your name if the lesson is for a child. Do not put the payment under the child's name since we schedule the lesson in the parent's name.

### NEW OPTION:

- **Charge to Account:** By initialing here \_\_\_\_\_ I give permission for the swim instructor to charge my account for swim lessons, either single lessons or packages. I understand that the charges will be run on the credit card attached to the member account semi-monthly (every other week.)
7. Any unused, pre-paid lessons will expire 6 months from purchase date.

**By signing below I agree to the conditions and terms pertaining to the swim lesson program and pre-payment policy. I have been offered a copy of this agreement and understand the terms.**

(Please Print) Client Name: \_\_\_\_\_

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Swim instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_