

# POLICY SHEET - EXCITE! GYMNASTICS & CHEER, LLC & THE ZONE

(Referred to in the following as "Excite!" or "the gym")

## All items must be initialed for participation in our program

\_\_\_\_\_ **WITHDRAWAL FROM CLASS:** Proper 30-day PAID written notice is required to withdraw from the gym program. Failure to give a 30-day PAID notice, will result in the final month's payment being deducted from the credit card authorization on file, or payment application of any credit on my account.

\_\_\_\_\_ **CALENDAR/GYM CLOSING PERIODS:** Excite! provides a monthly calendar about gym closings, clinics, special events, and programs. Excite! DOES NOT follow LISD schedule. An annual calendar listing closing periods is posted in the office. If I do not receive a monthly calendar, I may pick one up at the front office or access the website ([www.excitegymandcheer.com](http://www.excitegymandcheer.com)).

\_\_\_\_\_ **MAKE-UP CLASSES AND TRIALS:** Excite! **DOES NOT guarantee class space for make-up classes or trial classes.** Intended for emergencies or illness, one make-up per calendar month is allowed **if class space is available.** To help maintain class ratios, **ADVANCE ARRANGEMENTS MUST BE MADE** to schedule a make-up. **Due to class size limitations, make-up classes are subject to cancellation.**

\_\_\_\_\_ **TUITION:** Lessons must be paid for in advance. Tuition is DUE on the 1<sup>st</sup> day of each month; a \$10.00 late fee is assessed after the 8<sup>th</sup> day of the month. Excite! does not send out monthly billing statements. **Monthly tuition is the same, regardless of whether there are 3, 4 or 5 classes in a month; prices are based on the number of classes offered annually.** MISSED CLASSES cannot be deducted from tuition.

Payment for any bill unpaid for 30 days will be charged to my credit card on file, or deducted from any credit on my account. Payment may be placed in the tuition box at the front door, dropped off at the front desk, charged to my credit card, or mailed to:

Excite! Gymnastics & Cheer, 2225 Highland Village Rd., Highland Village, TX 75077. (The Zone address is 2311 Cross Timbers Rd, Suite 319, Flower Mound, Texas 75028)

\_\_\_\_\_ **CASH PAYMENTS:** Cash payments are accepted in the office before 6:30 p.m. Mon. – Fri. A cash receipt must be received.

\_\_\_\_\_ **RETURNED CHECK CHARGE:** There will be a \$25.00 charge on all returned checks.

\_\_\_\_\_ **REGISTRATION:** Is due AT THE TIME OF ENROLLMENT and every AUGUST ANNUALLY THEREAFTER. Registration forms may not be altered. All required paperwork **MUST** be signed only by the parent/legal guardian to participate. Clients are asked to provide a credit card number to have on file; if this is not possible, payment for the first and last month's tuition is required.

\_\_\_\_\_ **MEMBERSHIP STATUS:** Membership status is achieved by paying the annual registration fee, and will stay in place during the registration period as long as all policy requirements are followed.

\_\_\_\_\_ **TRIAL CLASS:** Trial classes are offered to show how the gym operates and to help determine whether the program meets customer's needs. Only one free trial class is offered per student. There is a \$15.00 fee for a student wanting to try another class or a different class. Trial classes must be scheduled through the office and are subject to class size limitations. Re-enrolling students are not eligible for trial classes. Parents are welcome to view a class at any time from the Parent Observation Area.

\_\_\_\_\_ **TO RE-ENROLL:** Each student will be charged a \$10.00 re-enrollment fee if the required 30-day written paid notice was given. If the required 30-day notice **WAS NOT** given, the student will be charged the full registration fee to re-enroll. A credit card number is required or the first and last month's tuition payment. **No exceptions.**

\_\_\_\_\_ **PRIVATE LESSONS:** Private lessons must be scheduled in the private lesson book at the front office. Two payments will be necessary; one for the coach, the second (by check) to Excite!

\_\_\_\_\_ **STUDENT PHOTOS:** Excite! has my permission to use photos taken of my child during activities at the gym or off location events and use them for publications, brochures and any general public relations efforts.

\_\_\_\_\_ **MEDICAL RELEASE OF INFORMATION:** I must notify the coach of any health risks, allergies or physical complaints my child/ren has currently or may incur and/or any situation(s) they may reasonably need to know.

\_\_\_\_\_ **DROP-OFF AND PICK-UP:** Excite! is committed to the safety of my children. I am responsible for making sure my child/ren are on time for class and for picking them up on time after class. Parents that choose to let their older children enter and exit the gym unattended, do so at their own risk. Excite! does NOT allow any preschool or Kindergarten children to enter or exit unattended. Safety should be discussed with my children. Every effort must be made to be on time; please call the gym if there is an emergency.

\_\_\_\_\_ **DRESS/ATTIRE:** Appropriate attire for gymnastics includes leotards or bike shorts with t-shirts and bare feet. Appropriate attire for cheer/tumble classes includes cheer shorts and t-shirts with light weight athletic shoes. Please avoid clothing with buttons, snaps, hooks, zippers, or belts. These items are unsafe for my children. All hair must be pulled back with no hair bows. Jewelry is discouraged.

\_\_\_\_\_ **WEATHER DAYS:** Excite! will follow the LISD school-closing schedule. Since this situation is considered "an act of God", no make-up classes will be offered. If there are any questions, or if weather/road conditions improve, call for information regarding late opening.

\_\_\_\_\_ **EXCITE! LOGO:** Excite! is a registered trademark. The Excite! logo or any implication or duplication of the Excite! name is strictly prohibited and may only be used with the expressed written consent of the owner.

\_\_\_\_\_ **POLICY CHANGES:** Excite! Gymnastics & Cheer reserves the right to make policy changes providing proper 30-day notice.

\_\_\_\_\_ **GYM FLOOR:** No students or parents are allowed on the gym floor if not in class. Please wait **behind** the blue line to be called to class. No tumbling or horseplay is allowed in the entrance or in *any* waiting area. No food or drink is allowed on the gym floor.

\_\_\_\_\_ **DAYTIME / PLAYTIME OR OPEN GYM:** I understand Day/Play is a parent supervised program. Guests must have a completed waiver signed by their parent/legal guardian. Open Gym is a program where the staff is floating *only* to keep discipline, not to spot or instruct.

\_\_\_\_\_ **GYM AFFILIATION:** Due to Industry Standards, members of other competitor gyms may not take Private Lessons or Classes.

I agree to all of the above policies \_\_\_\_\_ Date:

\_\_\_\_\_  
Signature of parent or legal guardian

