



## Service Agreement

### Contact Details

Teacher: Trina Kandra

Phone: (971) 825-7013

Website: [Great Strides Reading](http://Great Strides Reading)

E-mail: [greatstridesreading@gmail.com](mailto:greatstridesreading@gmail.com)

Zoom Meeting ID: 668 827 0872

### Student Information

Student's Name:

Date of Birth:

Parent/Guardian Name(s):

Phone:

E-mail:

Preferred Method of Contact:    phone    text    email    Messenger

Student's Interests (e.g., favorite color, activities, sports, collections, pets, book series or movies, characters, etc.):

### Tutoring Fees

60-minute sessions - \$60

45-minute sessions - \$45

Rates for each additional child in the family

60-minute sessions - \$50

45-minute sessions - \$40

Unless previously arranged, there are no additional fees for materials or for sessions exceeding the scheduled time.

## **Billing**

Payment requests will be sent weekly. Payments are due by Sunday for the sessions scheduled that week.

Payment Options (check one):

Venmo Name:

ApplePay

## **Scheduling Classes**

As students of Great Strides Reading reside in different states with varying school schedules, parents are asked to notify the tutor of any changes to their child's weekly schedule as soon as possible.

## Cancellation Policy

- No charge will be applied for lessons canceled with at least 24 hours' notice.
- If a lesson is missed without 24 hours' notice, no refund will be given unless due to unexpected illness or emergency. In such cases, the parent must notify the tutor ASAP via text, phone, or messenger.
- Regardless of the reason for cancellation, the parent/guardian may request to reschedule the lesson.
- If the tutor must cancel a session due to illness or emergency, the fee will be refunded, and/or a makeup session will be scheduled.

## Discontinuing Tutoring

If either the student's guardian or the tutor wishes to discontinue tutoring, a two-week notice must be given unless both parties agree to end sooner.

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STUDENT OR GUARDIAN

DATE

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TUTOR

DATE