# **Glitterball Dance Company**

## **CANCELLATION POLICY**

Please take note of the following:

#### **Teachers**

Teachers are self employed and rely on providing Teaching Services as their income. Short notice cancellations may result in loss of income if the teaching time slot cannot be filled by a substitute lesson of equal income, as well as incur a floor use payment.

To protect Teachers livelihood the following policy is in place.

## Notice periods

Less 7 days notice 50% of lesson fee is payable by the end user Less than 24 hours notice the full lesson fee is payable

Teachers may also incur a floor use payment for less than 24 hours notice.

There are always exceptional circumstances which will be given due consideration case by case.

#### **Rooms / Studio - Hirers**

## Notice Periods

Less 7 days notice 50% of the fee is payable by the hirer/user\* Less than 24 hours notice the full fee is payable\*

\*Note: All additional special requests/specific costs are payable at any time after the booking has been confirmed and non-refundable

See Hire Charges Information for current rates.