



Pine Tree Equestrian Center
16 Farms Lane
Beverly Farms, MA 01915
978-927-1254

CANCELLATION, PAYMENT AND BILLING POLICY

- 24 Hour Notice: No Charge (Not a message left after hours/overnight)
- Less than 24 Hours Notice: \$20.00 (Includes messages left overnight)
- No Phone Call – No Show: \$50.00
- Dangerous or Freezing Weather: No Charge (please call to confirm)
- Billing Fee: Any billing which becomes necessary will incur a \$5.00 billing fee.

Please be aware of these fees, and be prepared to include them in the following week's payment to avoid the \$5.00 billing fee.

PAYMENT IS EXPECTED AT THE TIME OF YOUR LESSON.

OR:

Pre-Payment Option: If you wish to pre-pay by the month please include the lesson dates in the memo portion of your check, or on the envelope if paid by cash. We will credit or reschedule any missed classes with the proper notice.

Missed or Forgotten Payment: If you miss or forget a payment, please note it on an envelope and put in the Lock Box for our records. The payment is due the following week, with that week's Lesson Payment.

Missed payments may be mailed to the Farm – 16 Farms Lane, Beverly Farms, MA 01915

Returned Check Fee: Any returned check will incur a \$25.00 fee.

Discount Coupon Books are available. 8 rides or lessons for \$360.00 – a 10% savings. Discount coupons must be redeemed within 30 days of purchase.

I have read and understand the above policies.

Name (print) _____

Signature _____ Date _____

Parent or Guardian Signature (if under 18) _____