

MUSIC LESSONS CONTRACT

Martorano's Low-Brass Studio, 2022-2023

Please read through the following document thoroughly (both front and back), as it outlines studio expectations and procedures for both students and parents.

Student Expectations

I. Practice

1. Students are expected to practice daily
 - a. In order to become a music performance master, it requires persistence & focused practice.
 - b. For this reason, students are expected to work on their assigned music EVERY day.
 - c. Some music practice techniques include:
 - i. Playing the assignment on their instrument, both solo and with friends.
 - ii. Studying the music away from the instrument, such as chanting the note names and rhythms.
 - iii. Listening to (or creating) recordings of the assigned music.
2. Students are expected to create performance goals
 - a. Just as important as the frequency of practice, is the QUALITY of practice.
 - b. Creating achievable goals is a great way to become a music performance master.
 - c. Some goal setting/maintaining techniques include:
 - i. Beginning with the end in mind (i.e. set long term goals that you work toward each day).
 - ii. Keep a practice log that helps you track and guide your progress.
 - iii. Be proactive! (such as creating a calendar of important performance dates).

II. Lessons

3. Students are expected to be on time, and with all required material
 - a. If possible, students should arrive 5-10 minutes early to warm-up.
 - i. This helps maximize the quality of their lesson and performance.
 - a. Required material for each lesson include:
 - i. The Instrument (and all its parts),
 - ii. Mouthpiece (and mouthpiece cleaner),
 - iii. Assigned music books/sheet music,
 - iv. Metronome/tuner device (could use smartphone app),
 - v. and a Pencil (and maybe a spare pencil just in case).
4. Students are expected to prepare assigned music for performance
 - a. Performing for others is a skill that requires repetition and practice to master.
 - b. Lessons are a safe and encouraging environment to help students with the challenges of music performance.
 - c. As students repeatedly perform in lessons/class/concerts, they will find this skill naturally grow and refine.
 - i. Students will also work with Dr. Martorano to learn performance techniques and strategies.

III. Horn Maintenance

5. Students are expected to regularly maintain their assigned instrument(s)
 - a. Brass, like other metals, will breakdown in the presence of air and moisture.
 - b. Regular use of valve oil, slide grease, and cleaning cloths can help a brass instrument play well and last for decades.
 - c. For a list of recommended brass maintenance material, contact Dr. Martorano and/or your Band Director.

(Parent(s) Guidelines and Parent/Student Signatures continued on the next page)

Parent(s) Guidelines

I. Scheduling Lessons

1. Lesson Sign-Up Procedures
 - a. Sign-up for lessons are first-come, first-serve and Dr. Martorano will work hard to accommodate every schedule.
 - b. Parents will have to select a lesson time (before/during/after school) and a duration (20-60 min).
 - c. For less experienced players, 20-30 min lessons are recommended; For more experienced players, 30-60 min.
 - d. Parents will receive a "Lesson Confirmation Email" from Dr. Martorano upon successful lesson scheduling.
2. Cancellations and Rescheduling Procedures
 - a. All lesson cancellations need to be at least 24 hours in advance.
 - b. Doing this will result in an "Excused Absence".
 - i. All excused absences will result in no charge for that lesson.
 - ii. Lessons with excused absences may be rescheduled as time/availability permits.
 - c. Canceling during/after the 24 hour window, will result in an "Unexcused Absence", for which there are no refunds.
 - i. In-person lessons require time and physical resources, both of which are limited.
 - ii. Unexcused absences restrict the ability to best use these resources.
 - iii. This excludes extreme circumstances, such as illness, adverse weather, and funerals.**
 - iv. This also excludes online lessons, as these generally don't require as much time or resources.
 - d. In extreme cases, such as excessive absences or refusal to practice, lessons may be halted pending parental discussion.

II. Lesson Payment

3. Lesson Rates
 - a. In-person lessons are rated at \$44.00 per hour and proportionally valued.
 - i. 20 min= \$14.66 per lesson 30 min=\$22.00 per lesson 45 min =\$33.00 per lesson
 - b. Online lessons are rated at \$40.00 per hour and proportionally valued.
 - i. Online lessons are only available when in-person lessons are not possible.
 - ii. This pay rate excludes rescheduled lessons, which is at the in-person rate.
4. Invoice Procedures
 - a. Invoices are sent out at the end of each month via email (Guytano.Martorano@Yahoo.com).
 - b. Payment(s) for that invoice should be made by the end of the following month.
 - c. Example:
 - i. Month of Lessons – May Date Sent – May 31st Date Due – June 30th Past Due – July 1st
 - d. Parents should do everything in their power to pay for lessons on time.
 - e. **Late payments will result in a \$25.00 late fee added to the following invoice.**
 - f. After two months of unpaid lessons, lessons will halt until payment has been made in full.
 - i. If a personal emergency is keeping you from paying your balance, please email me.
 - g. If payments are to be split between multiple parties, it is the responsibility of both parties to coordinate an payment schedule.
 - i. **Each party splitting the invoice will also have to sign this "Music Lessons Contract"**
5. Payment Method(s)
 - a. The most convenient way to pay for lessons is through PayPal, via the link at the bottom of each monthly invoice.
 - i. Payments can also be made via Venmo, Cash App, or Zelle.
 - b. Payments may also be made via personal check.
 - i. If paying by check, please make it out to "Guytano Martorano III" and specify the month in the memo.
 - c. Payments may also be made via cash.
 - i. If paying by cash, please put it in an sealed envelope with the student's name and date paid.

Once you have thoroughly read this form, please return it signed by both parent(s) and student (via print or email).

Parent(s) Signature

Date

Student Signature

Date