



Stars & Stripes  
Kids Activity Center

## Class Drop Request

### Family Information / Parent / Guardian / Billing Contact

Parent/Guardian First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

### Participant Information

1<sup>st</sup> Participant Name: \_\_\_\_\_ Class Name \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

2<sup>nd</sup> Participant Name: \_\_\_\_\_ Class Name \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

3<sup>rd</sup> Participant Name: \_\_\_\_\_ Class Name \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_

Reason for dropping class: \_\_\_\_\_

*If extra space is needed please use back side of this form. If you are satisfied please tell others. If you are not satisfied please tell us.*

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

*I understand that once this document is submitted to the Stars & Stripes Business Office your class drop request goes into effect immediately. If you drop a class mid month you will not receive credits and/ or refunds for the remaining classes in the current month. You may wish to complete the remaining classes in the current month and turn in your drop request after the last class of the month. If I decide to cancel a class before it begins I understand that **Stars & Stripes does not issue cash refunds.***

TUITION PAYMENT, ENROLLMENT AND BILLING INFORMATION I understand if the above named person is enrolled in a program that has reoccurring monthly tuition I am continuously enrolled in the program and I will incur reoccurring monthly tuition charges on my account until I submit a Stars & Stripes class drop request. This document may be obtained from the Stars & Stripes Business Office or downloaded from our website [www.StarsAndStripesKids.com](http://www.StarsAndStripesKids.com). If I am dropping a class (with reoccurring monthly tuition) it must be done on or before the last day of the month. If I drop a class after the month begins I will not receive credits and/or refunds for the remaining classes in the current month. I understand that Stars & Stripes does not give make-up classes, credit and/or refunds for, but not limited to programs, class(es), inflatable's, gymnastics, tumbling, cheerleading, clinics, camps, private lessons, birthday parties, birthday party guests, bring a friend, play time, field trips, special Olympics, swimming, competitions, preschool, group activities, family fun nights, parents night out, trampoline, dance, karate, circuit training, running, free weights, conditioning, obstacle courses, personal training and group fitness, missed and/or cancelled due to holiday, vacation, illness, weather or any other reason. Stars & Stripes does not issue refunds. All sales are final for any product and/or service purchased and/or provided by Stars & Stripes. Contingent on availability Stars & Stripes may issue a Free pass to an open gym for a missed class. If I should receive five classes during the month instead of four there will be no extra charge although it will be considered a makeup for classes missed while we are closed for holidays. We've found that during the course of a year this averages out nicely and is a far less confusing payment arrangement for everyone concerned. I am responsible to make timely payments of my balances due on my Stars & Stripes account. From the date of registration forward my entire account balance shall be due the 1<sup>st</sup> of each month. I understand this only applies to programs that have reoccurring monthly tuition. Fees for other products and/or services shall be paid for at the time of purchase and/or registration. If my payment is not received on or before the due date, Stars & Stripes will initiate electronic payments for any balances due on my account PLUS an administrative late fee of \$25.00. Payments will be processed with the payment method/information I have chosen on the registration form that is kept on-file with Stars & Stripes. If provided, an e-mail notification will be sent any time a payment is processed. I acknowledge that this authorization will remain in effect until I notify the Stars & Stripes Business Office in writing that the authorization should be terminated. If for whatever reason, payments cannot be processed and my account balance remains overdue, understand that my enrollment in classes will be cancelled. I will be responsible for all costs incurred for collection of any delinquent payments, including but not limited to collection/ attorney fees/ court costs. I understand that monthly payment amounts may vary as classes are added or dropped and as other charges/payments are applied to my account. A \$25.00 late/insufficient funds fee will be charged for all un-paid accounts monthly. New and updated billing, address and telephone information is the responsibility of the member, and not the responsibility of Stars & Stripes to notify the member of expired/declined credit cards and EFT returns. All overdue accounts, including cancelled accounts, will be charged \$25.00 late fee each month until the account is paid in full or arrangements are made for payment. All currently enrolled students will be charged an annual registration fee of \$35 (one child) or \$50 (family) that will be posted to my account on the 1<sup>st</sup> of the month of my registration anniversary date with Stars & Stripes. Stars & Stripes reserves the right to modify the terms of this agreement with written notice.

**You may submit your completed form using one of the following methods:**

- Fax the completed form to (248) 625-3577
- Drop the completed form in the drop box at our front desk.
- Mail the completed form to Stars & Stripes 4630 White Lake Road Clarkston, MI 48346