

Wardlaw-Bailey Music Studio

Accompanying Policies

Freya Wardlaw-Bailey, piano

Website: www.wardlawbailey.com

Email: freypiano@gmail.com

Phone: (907) 245-0522 home, (907) 575-1717 cell

Address: 1721 Burlington Street, Anchorage, AK 99508

Payment:

- Rehearsals are \$60 per hour, \$45 per 45 minutes, or \$35 per half hour.
- Performance fees are a minimum of \$25 for each event, and a maximum of \$60 per hour.
- Payment by check, cash or credit/debit card is due within 3 days of scheduling for all rehearsals and performances.

Deadlines:

- My schedule fills up quickly, so it is often best to schedule a month or two in advance. Open times can be viewed on my website, or call to find out my availability.
- When applying to competitions and festivals, please confirm my availability and schedule all rehearsals *before* using my name on the application.
- Piano parts for your music are due one week before the first rehearsal and four weeks before a performance. For difficult pieces, I may need the music earlier. Photocopies or emailed scans are fine, but if a competition requires the accompanists to use original scores, please get these to me at least one week before the event.

Cancellations:

- Please call, text, or email if you expect to be late or are unable to attend a rehearsal.
- No make-up time or refunds are given for late arrivals or missed rehearsals. Rehearsals may be rescheduled if I have open time available, generally within one week before or after the original rehearsal. Rescheduling must be requested at least 10 minutes before the original rehearsal time.
- If you are too ill to go to school or work, please cancel or reschedule your rehearsal out of respect for the health of other students.
- If I am late for a rehearsal, I will either extend it as your schedule allows or give you a refund or credit for the missed time.
- You will receive a refund or credit for any rehearsals which I cancel that are not rescheduled.
- **Exceptions:**
 - You may request a 50% credit for canceling a rehearsal or performance due to an unavoidable conflict, with at least 7 days notice. This is only for occasional conflicts; please check your calendar carefully before scheduling. Payment is required for all other missed or canceled rehearsals and performances.
 - **Snow Days:** You have the option to cancel for a refund or credit on days the Anchorage School District closes school due to extreme weather, or reschedule if possible. Canceling or rescheduling must be requested at least one hour before your original rehearsal time.

Studio Information:

- Parking is available in the driveway in front of the garage or behind our cars (silver Subaru or blue Toyota), or on our side of the street. Please avoid blocking the mailbox or other cars.
- Please make sure your child is safely inside the house before you drive away.
- Please be prompt in picking up your children from their rehearsals. I often have another student or need to leave the house immediately, and cannot be responsible for your children after their rehearsals are over.
- Parents and siblings are welcome to sit quietly in the studio or wait in the living room during rehearsals.
- You are welcome to arrive 5 to 10 minutes early to give your instrument and hands a chance to warm up. You may start practicing in one of our studios if they are not in use, or wait in the living room until your rehearsal time.
- Please bring your music to all rehearsals so you can take notes, even if you have it memorized.