

LaVolta Events Ltd. Booking Policy 2020/2021

Course Bookings

LaVolta Events Ltd. does not provide drop-in classes for children and young people. All events and workshops must be booked in advance through **www.lavoltaevents.co.uk/book-online**

New students may join courses during the term subject to availability and authorisation of the students current School Principal.

If there are no spaces on a requested workshop when booking then **LaVolta Events Ltd.** will aim to provide an alternative option where possible.

Waiting List

Members on the waiting list will be contacted in order of the list. If members are unavailable no message will be left. The next member will be contacted and the first to make contact will receive the place.

Priority Booking

A priority booking period for students in my Let's Keep Dancing Challenge! Facebook group will take place for 48 hours before general booking opens. Those wishing to participate should register during the priority booking period to secure their places.

Where possible **LaVolta Events Ltd.** will aim to let people know of any changes in venue or class time at least one week ahead of schedule.

Payments

Full payment must be received in advance to confirm a place.

Cancellation

Occasionally some events and workshops may be cancelled due to circumstances beyond LaVolta Events Ltd. control. The administration team will endeavour to contact paid customers and will either offer an exchange for the affected event/workshop or, in rare cases of a cancellation, a full refund will be given.

LaVolta Events Ltd. reserves the right to cancel an event or workshop due to unforeseen circumstances.

Refunds

LaVolta Events Ltd. cannot offer a refund if you voluntarily do not attend events or workshops.

A full refund will be given if the chosen workshop date/course is fully booked on receipt of payment.

LaVolta Events Ltd. reserve the right to make a £5 administration charge (taken from the original payment and consequently refund amount) to cover administration costs.