

RITA TOTTENHAM STUDIOS

Dear Parents: Payments will be accepted as usual; cash, check or credit card. But due to handling of payments, we will need to make a few adjustments until things lighten up.

Payments can be made monthly the first class of each month on:

- Credit Cards Auto Pay Only. NEW FORM ENCLOSED.
- Cash payments can be made. We ask that you put the payment in an envelope with child's name on it so your child can put it in our locked payment box **inside Studio**. Or you can put your payment in the locked box **outside Studio** both of which are collected at the end of the day.
- Checks made out to Rita Tottenham or Rita Tottenham Studios. Your child can put it in our locked payment box **inside Studio** or the locked box **outside Studio** which is collected at the end of the day.
- We will email you a receipt for all cash payments.
- You can also mail payment to Rita Tottenham, 19 Ross Drive, Seymour, 06483

With these guidelines, we will avoid unnecessary contact. **Schedule of classes** will be sent out a few weeks after registration is received. (Most days and times will be the same, but may be off 15 minutes before or after last year's schedule.) Thank you for your patience. Rita

W - Wash your hands.

W - Wear your mask.

W – Walk 6 ft. apart