



## Figure Skating & Hockey Private Lesson Payment Policy

Prince William Ice Center (PWIC) offers its customers the opportunity to take lessons for both figure skating and ice hockey. These lessons are offered by professional instructors and coaches who provide the opportunity to learn in group and individual settings. Lessons are available at many different skill levels in order to give skaters and players the opportunity take increasingly challenging instruction.

The payment procedure for private lessons is that each coach is paid directly and then pays a commission to PWIC for the use of PWIC facilities.

The payment procedure will be as follows:

- Coaches will schedule their individual lessons to coincide with regularly scheduled open skating times, e.g., Freestyle, Stick & Shoot, Basic Skills or Public Skating sessions, as appropriate to the specific lesson.
- Coaches will inform their students of their hourly rates and the additional charges for ice time associated with each lesson, and their cancellation policy.
- Students will pay for their ice time at PWIC Guest Services. Students will inform Guest Services if they are having a private lesson, and will indicate the coach's name and duration of their lesson. Students will receive a receipt, which they must attach to the Freestyle Log at the time of sign-in prior to getting on the ice.