

June 8, 2013

Dear Wapakoneta Bands Parent/Guardians and Students,

In order to help students attain the highest level of music proficiency possible the band boosters have instituted a private lesson tuition supplementation program for Wapakoneta Band Students. The boosters will refund half of the tuition paid to a private instructor up to \$7 per lesson per week as long as the lessons are on their band instrument. In order to begin participation in the program you will need to fill out the bottom of this form and return it to Mr. Hilleary or Mr. Wimmers. The directors need to approve the private instructor in advance of the first lesson to ensure the caliber of the music educator.

In the space provided beside name of teacher, please write the name of the private instructor you have selected. You may not be reimbursed for lessons taken with a teacher not approved by the directors. Once approved by the directors you may begin lessons. In order to be reimbursed you will need to fill out, in conjunction with your private instructor, the **lesson confirmation**. You will not be reimbursed if the lesson confirmation form is not filled out completely. At the time of the lesson, you will pay the private instructor the entire amount owed (most teachers charge approximately \$15/half hour lesson). Have your private teacher sign the appropriate blank at each lesson and when eight lessons are completed, fill in the remaining fields indicated and place the form in the "non-red box" outside the high school band office or give the form to Mr. Hilleary or Mr. Wimmers if you are a middle school parent. You may also mail the form to:

Wapakoneta Band Boosters  
PO Box 1711  
Wapakoneta, Ohio 45895

The properly completed form will be reviewed at the next monthly band booster meeting and once approved the reimbursement will be mailed to you. Additional confirmation forms can be printed from the band web site at [www.wapakband.org](http://www.wapakband.org).

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We desire to take part in the Wapakoneta Band Boosters private lesson tuition reimbursement program. After the completed confirmation form has been submitted I/we desire for the reimbursement check to be written payable to \_\_\_\_\_ (name of parent/guardian paying for lessons). We understand that in order to be reimbursed, the private lesson instructor we choose must be approved by the Directors and that the lesson confirmation form must be filled out completely. We also understand that we will be reimbursed for eight lessons at a time.

\_\_\_\_\_ (Parent Guardian)

\_\_\_\_\_ (Student)

\_\_\_\_\_ (Name of approved private instructor)

# Lesson Reimbursement

Date	Length of lesson	Instructors Signature	Student Initials	Parents Initials
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Parents' name and address:

\_\_\_\_\_

Parent signature \_\_\_\_\_

Student signature \_\_\_\_\_

Amount paid for each half hour lesson \_\_\_\_\_

Signature of President authorizing payment \_\_\_\_\_

Booster check # \_\_\_\_\_

Date of check \_\_\_\_\_