

ONLINE BRAIN FITNESS SESSION CONTRACT

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I welcome you to my newly created online classes. This document addresses what you need to know if you'd like to participate in my online brain fitness classes - a reminder that this class is private, one-on-one, seated as well as standing when appropriate. Although not the same as in person, I feel the modified model will meet the need for all of us to stay connected and keep active at this time of rapidly changing social and wellbeing choices. Please read the following carefully. I'll be happy to address all your questions and concerns as we do this together.

ONLINE CLASS STRUCTURE: Things to know.....

These classes will be purchased in a bundle of 4 sessions weekly or twice weekly

During your intake session with the instructor prior to commitment and payment, you will decide together how often per week and what day/time will meet your needs best.

You will have an opportunity to review available time slots and reserve your space.

You agree to be signed in online, through the link sent by the instructor in your emailed class invite, five minutes prior to the start of class time. The instructor will open the class to the person waiting at that time. **IMPORTANT NOTE:** If you are not signed in and waiting online 5 minutes prior to the start of class time, you will not be able to join into the session as the webinar program will end the link at a certain time.

GETTING READY FOR YOUR ONLINE CLASS:

This class may need extra supplies to work with and this will be discussed at your intake conversation with the instructor.

The online classes require some technological setup on the participants part - but don't worry, the instructor has a plan for that. After you contact her for class possibility, she will go over what you have and what you may need in the way of devices, connections, etc. After her assessment and your own technical skill level, you may be able to easily establish all you need over the phone with her assistance. This tech check for computer compatibility with the Zoom webinar streaming platform being used is done prior to any attendance or payment commitment.

If you are in need of detailed technical assistance to setup your equipment and establish the Zoom connection, as well as learn to use the online program, you will be referred to a special, trusted private technician. The instructor has worked diligently with this technician to ensure that he is completely familiar with the needs of this class. No worries, he's patient! He will guide you to set up your

electronic devices by using remote direction. No in-person housecall necessary. This technician has a separate, fair hourly fee associated with his work and will keep the time to a minimum. The name and contact information will be forwarded to you upon request. Please remember the instructor has only minimal technical skill to guide you and will tell you when your questions are better directed to the private technician.

HERE'S WHAT YOU NEED TO PARTICIPATE FROM HOME:

NECESSARY TECHNICAL REQUIREMENTS:

Adequate internet connection.

A device such as a desktop computer, laptop, or tablet that has a built in or external camera that can capture you and the area right in front of you that you will be working in while seated. Standing view is not required. The instructor will be able to assess this for you and help with setup.

COMPUTER NAVIGATING SKILLS NEEDED:

The ability to load the webinar streaming platform called Zoom onto your device.

The ability to click on invite links sent by the host instructor to your email which will take you to the Zoom internet meeting space.

The ability to find and use the commands on the participant screen to mute or unmute conversation during the class.

CLASS PAYMENTS REQUIREMENTS

You agree to have a credit card on file with Square. Square is our credit card merchant and for your data safety, they are secured by PCI compliance similar to PayPal. Nothing is saved on my devices.

You agree that Everyday Brain Fitness And Bioflex Laser can credit this card for the agreed amount. Payment receipt is sent electronically to your email.

Your credit card will be charged before the first class once you have committed.

You agree to purchase online classes in 4-class packages. No single class purchases.

Please Note: there are no reimbursements after you have accepted and reserved a private session space and paid the 4-class fee. Nor can you apply an unattended class toward the next 4-class package. Yikes, that would be a bookkeeping nightmare filled with extra fees! However, please feel free to discuss scheduling a makeup session with the instructor in the event you must cancel one of your sessions.

CLASS FEES:

Private individual sessions are \$50 for 50 minutes.

Total 4-class Package fee: \$200.

****Please Note: The instructor has developed these online classes to try to meet the needs of community members who are vulnerable and at risk for detrimental changes in their wellness due to the increased social distancing and

isolation imposed by protective choices necessary because of the novel coronavirus. The development and maintenance of the classes is substantial so Everyday Brain Fitness will not be able to offer sliding scale fee payments. If you'd like to include a donation payment for a friend in financial need, please discuss with the instructor. Much gratitude for your understanding in this choice.

IF YOU CANCEL YOUR ATTENDANCE AT ONLINE CLASSES:

If you must cancel your brain fitness classes for a period of time and later want to return, you will be added to a waiting list. Previous attendees and newcomers will be promptly contacted and added wherever an opening occurs.

I agree to the above and look forward to online classes.

Please electronically sign and return this last page a cut and paste into an email. It would be awesome if you could electronically save as a locked PDF after signing but the first method will be time dated.

Name _____

Date _____

Email _____

Phone _____

The information for the remote technician:

Your Tech Therapist
Michael Abraham, Owner
yourtechtherapist.com | (402) 431-2892