

Hello Everyone!

I hope you're having a wonderful summer! I can hardly believe it is time to begin thinking about school already! We will begin in just a few weeks! I am looking forward to a year of artistic discovery together. I have some really fun and challenging things planned!

I have your student enrolled in my High School Art Class for this fall. The class will meet on _____.
The cost is **\$480**, which includes all materials. Since I order all the art supplies in the summer, I ask for the first installment of your fee for the class **by August 10**. Choose Option A, B or C below, and you may mail it to me at my home (address below).

Home Art Class Payment Schedule

Option A) \$480.00 Mail to Mrs. Hutton by August 10

Option B) Quarterly Payments

First payment of \$120.00 Mailed to Mrs. Hutton by August 10

Second payment of \$120.00 due October 15

Third payment of \$120.00 due January 15

Fourth payment of \$120.00 due March 15

Option C) Materials fee \$80 + nine Monthly payments of \$45

First payment of \$125 Mailed to Mrs. Hutton by August 10

Eight monthly payments of \$45 due in class the 1st Monday of each month starting in October

(The grand total for this option actually comes to \$485, because it's more administrative work for me)

The first payment reserves your spot in the class and enables me to purchase the materials for the class in bulk ahead of time, saving you money! Please fill out the Registration form as well, so that I have all of your up-to-date contact information, etc.

I am very much looking forward to getting to know your student and bringing out his/her best! Please let me know if you have any questions. I still have a couple of seats left in some of my classes, so if you have a friend who might be interested, give them a call, and have them contact me ASAP!

The first day of class is September _____. See you then!

Blessings,

Mrs. Hutton

Mrs. Hutton (This is the address for sending your check by August 10)

3307 Hanover Avenue

Richmond, VA 23222

You can always reach me by cell phone: 804-349-6000