



Contractual Agreement

I, _____, in order to hire The System, a private tutoring company based in San Francisco, agree to the following conditions:

1. I authorize my child or children, _____, to schedule appointments directly with the tutors employed by The System, without getting my consent ahead of time. I accept full financial responsibility for such appointments.
2. I authorize tutors to stay beyond the scheduled time if they deem it necessary for the student's benefit. I understand that if I want tutors to leave at the conclusion of the scheduled time, that I must, according to this agreement, send an email to the tutor and to The System (at contact@thesystem.com) to specify that. If I do not, then tutors have my permission to stay up to 30 minutes beyond the scheduled time.
3. I agree to pay for all appointments scheduled with tutors from The System, whether by me or my child, unless they are cancelled at least 24 hours before the start time. If an appointment is cancelled within 24 hours of its start time, I understand that I will be responsible for paying the same amount that would have been due if the appointment had taken place, for the full scheduled time at the agreed upon rate. Initial here: _____
4. I understand that the minimum duration for an appointment is one hour, and that if I end an appointment before the scheduled time is up, that I will be responsible for paying for the full amount of time, as if the appointment had not ended early.
5. I agree to the rate of \$150 per hour for tutoring provided by the System.
6. I understand that there is no additional travel fee for the time a tutor spends in going to or from the appointment. I am only responsible for paying for the time spent with my child.
7. I understand that I am not obligated to work with The System for any specified number of appointments. I am free to discontinue tutoring at any point.
8. I agree to remit all payments either by VenMo, Apple Pay, PayPal, or check.

I will make checks payable to **The System** and mail them to

178 Commonwealth Avenue San Francisco, CA 94118

9. I understand that The System has devoted time and resources to recruiting, training, and otherwise preparing its tutors to be effective in their profession, and as such, I agree that I will not work independently with (1) any tutor currently working with The System; or (2) any tutor that has worked with The System in the past (2) two years. I will not solicit tutors to work for me and my child independently of The System, nor will I accept offers from tutors to work with any tutor independently of The System. I will notify The System if I am approached by any of its tutor and solicited to work independently of this agreement.

11. I understand that tutoring will not begin with my child or children until I have successfully submitted this contract in one of the following ways:

- By hand: print and complete this form in ink, and then either fax it to (415)520-5148 or scan and email it to **dave@thesystem.com**.
- Electronically: request that the contract be shared with you using Docusign

Signature

Date

Printed Name

Address

Apt. Number (if any)

City

ZIP Code