

Music Therapy at Coda



MUSIC THERAPY CONTRACT

Client name

Name of main contact for client

Emergency contact details for client

Client contact address details

Email Address

Coda Music Therapist name

Therapist's telephone number

Therapist's email

Day of week

Time each week

Communication and client's reviews

The key contacts are to keep the therapist updated as to client's review dates. A Music therapy report will be produced towards the end of the client's referral period (usually 12 weeks).

Costs of Music Therapy sessions

Cost of consultation and assessment meeting/s
(Payable in advance).

Additional reports if requested by client/representative

Name & address to be invoiced if different from main contact above. (Invoices will be issued monthly in arrears).

Coda's terms of cancellation and termination

In order to cover the costs of our Therapist we are committed to charging for all sessions cancelled or missed, for whatever reason.

Where a session is cancelled by Coda no charge applies.

Written notice of contract termination is required at least 4 working weeks prior to termination, unless there has been prior arrangement.

**Passionate
about music**

CODA MUSIC TRUST
Chewton Farm Road
Christchurch
Dorset BH23 5QL

01425 276161
contact@coda.org.uk
www.coda.org.uk

Coda Music Trust Ltd.
A charitable company limited by guarantee (England and Wales)
Registered No: 3487093
Registered Charity No: 1068710

DECLARATION

This part of the contract is to be signed by both parties and one copy is to be returned to Coda to signify your agreement. We agree to abide by the arrangements as set out in this agreement.

FOR CLIENT/INSTITUTION

Name (please print)

Signed

Designation

Date

FOR CODA MUSIC TRUST

Name (please print)

Signed

Designation

Date

One signed copy of this agreement is to be returned to Coda Music Trust.