

## **Policy Notifications**

I appreciate that you have chosen me for your massage and bodywork needs. To provide the best service for you I ask all clients to implement the following policies.

### **Cancellation Policy:**

I respectfully ask that you provide me with a 24 hours notice of any cancellations or changes that need to be made to your appointment. Please understand that notice later than that make it hard for me to fill that appointment time. This is an inconvenience to me and to other clients that were not able to get in to receive services at that appointed time. For this reason, you will be charged 100% of the service fee for the missed appointment; this is why credit card numbers will be used to book any future appointments so that appropriate fees may be charged if a late cancellation does occur.

I understand that emergencies can happen, along with illnesses. If you have a fever, a known infection, or have experienced vomiting or diarrhea within 24 hours prior to your appointment, I ask that you cancel your session as soon as possible. Inclement weather may also result in need for late cancellation. I will do my best to give advance notice if I am closing or need to cancel due to bad weather and I ask that you do the same. Please do not risk your own safety trying to make your appointment. Late cancellation due to emergency, sickness, or bad weather will generally not result in any charges, but this is determined on a case-by-case basis.

### **Late Arrival Policy:**

I ask that you arrive 5-10 minutes prior to your appointment time to fill out any necessary paperwork. I understand that life happens and you may be late to your appointment. However, I ask that you call to inform me if this were to ever occur, and I will do my best to accommodate you. Appointment times are reserved for each client, so often times you will be able to only receive bodywork for the time left of your appointment. Full service fees will be charged even when sessions are shortened due to late arrival. In return I will do my best to be on time, and if I am running late I will text to you to let you know and will make the proper adjustments to make sure you receive the full time you are scheduled for.

### **Inappropriate Behavior Policy:**

Massage therapy is for relaxation and Therapeutic purposes only. There is absolutely no sexual component to massage whatsoever. Any insinuation, joke, gesture, conversation, or request otherwise will result in immediate termination of your session and a refusal of any and all services in the future. You will be charged the full service fee regardless of the length of your session. Depending on the behavior exhibited I may also file a report with the local authorities necessary. Treat me with respect and dignity and you be will treated the same in return.

**By signing below, you agree to abide by these policies.**

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**Client's signature**

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**Date**