

Policy Acknowledgment

We understand that you may need to change your schedule. We kindly ask that you give us **14 days** notice for canceling or rescheduling an appointment. This notification enables us to schedule another client. If you cancel your appointment and the applicable **14 days** notice is not given, you will forfeit your \$50 booking fee. Late cancellations and missed appointments or “no shows” will forfeit your booking fee. A new booking fee will be required to reschedule. Late cancellations, rescheduling and “no shows” leave gaps in the schedule that cannot be filled without timely notice. Appointments will only be held for 2 weeks from this date until booking fee is given.

The same **14 days** notice is required for **touchup appointments** to receive the special touchup price. Otherwise, the price is added to the third appointment. Touchups are **\$25**. If a third touchup appointment is needed it is an additional **\$50**.

We ask that you arrive on time. If you are running late, please, let us know and we will let you know if we can accommodate you. In the event we cannot, you will forfeit your booking fee and a new booking fee will be required to reschedule.

signature

date