



**Because appointment times are reserved specially for each client and I am unable to fill appointments that are canceled on short notice, the following policy is in place:**

**Appointments canceled with less than 24 hour notice are charged the full amount and must be paid prior to the next appointment.**

### **NO SHOW POLICY**

**The client is responsible for the cost of the missed appointment and will be billed accordingly. After 2 no-shows, the client relationship will be discontinued with an existing client unless there is an extreme emergency situation. In the case of a new client missing their first appointment, they will be responsible for the cost of the missed appointment and will need to prepay all service fees to ensure attendance at the time of appointment.**

### **RETURNED CHECK POLICY**

**There is a \$25.00 fee for a returned check. After 2 returned checks for non-payment, cash will be required for all future appointments.**

### **REFUND POLICY**

**There is no refund on services rendered. In the event that training is purchased and has not been used, you have exactly 24 hours from the time training is purchased to cancel and receive a full refund. After 24 hours there will be no refunds on any personal training purchased.**

**Sign and date:** \_\_\_\_\_