

# *Massage Therapy Policy*

The scheduling of massage sessions is a delicate process. In order to provide each of you with the prompt, excellent service that you deserve, I, Lisa Gudenkauf, L.M.T., have adopted the following policies.

## **Cancellation/No-Show Policy**

If you need to cancel an appointment you must provide a minimum of 12 hours notice. If you do not give the appropriate notice, you will be charged 50% of the session fee. After two(2) violations of this policy, you will be charged in full for further missed sessions.

If you do not provide any notification and fail to appear for your scheduled appointment, you will be charged in full for that session. If you are taking part in a pre-pay system or redeeming a gift certificate, the entire value of that session will be forfeited.

All billings for cancelled or no show appointments will be billed to personal account. Failure to pay as billed will result in collections proceedings.

## **Late Arrival Policy**

If you are late for a massage session, you forfeit that portion of time of your massage but your fee will remain the same.

I have read, understand and agree to abide by the following policies.

---

Signature

---

Date