

Policies and Procedures

Cancellation Policy:

Aside from an unexpected emergency, kindly give a 24 hour notice to reschedule or cancel an appointment. Failure to do so will result in the loss of that appointment time, and a possible charge of \$35 to your account.

Payment Policy:

It is the policy of Living Balance to take full payment for all package programs prior to completion of the first session. **Refunds are not permitted on products or services.**

**Special payment arrangements can be made for those who have financial restrictions.

Program Policy:

All package programs must be completed within 7-12 weeks. Failure to do so will result in a termination of the program unless otherwise arranged. Refunds are not permitted on sessions that are not completed.

I have read and understand all of the above information:

Print Name: _____

Sign Name: _____