



By signing this document, I am entering into a contract with Eon Educational Services regarding payment of fees for services rendered.

1. FINANCIAL RESPONSIBILITY:

I acknowledge full financial responsibility for services rendered at Eon Educational Services.

Eon Ed policy is that all clients must place a credit card on file to pay all deposits, installments, final payments, no-show/late cancellation charges etc. I understand that this card will be automatically charged within two business days of the date of service. If a card on file is declined, a statement will be sent via email and/or post. Any outstanding balances must be paid at time of service.

I understand that any charges incurred by Eon Ed associated with the collection of payments (e.g., insufficient funds fees, bounced check fees, collection costs, etc.) or because of case coordination or court (e.g., attorney fees, filing fees, etc.) will be my responsibility.

2. CANCELLATION/NO-SHOW POLICY:

I appreciate that appointments cancelled with less than 24 hours' notice typically cannot be filled by other clients. I understand that cancellations made with less than 24 hours' notice and no-call/no-shows will result in my being charged for my appointment. This charge will be placed on the card on file within 2 days of a no-show or late cancellation. The associated fees are \$50 for appointments cancelled with less than 24 hours' notice and \$120 for appointments missed without notification. Appointments cancelled due to inclement weather, family illness, or emergency will not incur a charge. Additionally, I recognize that if I have three or more no-show appointments in a twelve-month period, Eon Ed reserves the right to discontinue services with notice of discontinuation provided via email and/or post.

3. PSYCHOEDUCATIONAL TESTING:

Psychoeducational testing is a series of three or four appointments scheduled during an initial consultation. I recognize that these appointments are very difficult to fill without sufficient notice. Consequently, I understand that any late cancellation or no-show made to my testing series after the initial consultation appointment will result in my incurring a \$300 late cancellation/no-show charge. Further, I understand that late arrival to testing appointments with notice via phone call, text, or email will incur charges at a rate of \$50/hr (charged in fifteen-minute increments). Late cancellations, no-shows, and lateness due to inclement weather, family illness, or emergency will not incur a charge.

4. REMOTE CONSULTATION AND STUDENT SUPPORT SERVICES:

Eon Ed offers remote consultation and student support appointments. I recognize that these services are the same as in-office appointments, only they are conducted using a cloud-based video conferencing platform for the convenience of the client. Consequently, the same cancellation and no-show policies apply to both in-person and remote consultation and student support services appointments.

5. SERVICE TERMINATION:

I understand that if I do not make payments for services at agreed-upon intervals, Eon Educational Services reserves the right to suspend services immediately. Assessment data and assessment reports will not be provided to me without payment in full.

I have read, fully understand, and agree to the above fee agreement and cancellation policy.

Name of Client

Signature of Client

Date

Name of Responsible Party

Signature of Responsible Party

Date

Relationship of Responsible Party to Client