*STUDIO 924 LLC CANCELLATION POLICY*

 Your appointments are very important to me, it is reserved especially for you, I understand that sometimes schedules adjustments are necessary; therefore, I respectfully request at least *24* hours’ notice for cancellations.

 Please be aware that when you forget or cancel your appointment without giving enough notice, I miss the opportunity to fill that appointment time, and clients on my waiting list miss the opportunity to receive services. My appointments are confirmed by email *48* and by text *24* hours in advance because I know how easy it is to forget an appointment you booked months ago.  Since the services are reserved for you personally, a Cancellation fee will apply. I will be asking for a credit card to have on file.

 *● Less than 24-hour notice will result in a charge equal to 50% of the reserved service amount.*

 *● “NO SHOWS” will be charged 100% of the reserved service amount.*

 *● Appointments made within the 24-hour period and need to cancel; the client then must cancel within 4 hours of appointment time or will result in a charge equal to 50% of the reserved service amount.*

 *● Multiple services not cancelled 24 hours in advance will be charged 100% of the reserved service amount.  50% of your multiple services may be charged to your credit card to reserve the appointment* *time.*

 The cancellation policy allows me the time to inform my standby guests of any availability, as well as keeping our scheduled filled, thus better serving everyone. Studio 924 LLC policies are presented and provided in the best quality and tradition of excellent servicing for my established and
future clientele. Thank you for viewing and supporting my policies criteria.

**CONFIRMATION EMAILS AND TEXTS**

 As a courtesy, I will EMAIL you to confirm your service appointments 48 hours prior to your appointment date.

 As a courtesy, I will text you to confirm your service appointments 24 hours prior to your appointment date.

 Please understand that it is your responsibility to remember your appointment dates and times to avoid late arrivals, missed appointments and the cancellation fee.

**Circle:** Visa Mastercard Amex Discover Debit Mastercard Debit Visa

Name on card \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Card\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Exp \_\_\_\_\_\_\_/\_\_\_\_\_\_\_ CVV \_\_\_\_\_\_\_\_\_ Billing Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature authorizing cancellation charge \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_