

CANCELLATION POLICY

Effective Date: February 18, 2018

Vee's Notary Services Plus LLC ("Vee's Notary Services," "we," "us," or "our") is committed to providing exceptional notary services to our valued clients. We understand that unforeseen circumstances may arise, leading to the need for cancellations or rescheduling of appointments. This Cancellation Policy outlines the procedures and terms related to the cancellation of our notary services.

1. Cancellation Notice:

Clients must provide a minimum of 24 hours' notice before the scheduled appointment time to cancel or reschedule the service. Notice should be provided in writing through email or by calling our office at veesnotaryservices18@gmail.com and or (561) 762-4657.

2. Cancellation Fees:

a. Cancellations with 24 hours or more notice: Clients who cancel or reschedule their appointment with at least 24 hours' notice will not incur any cancellation fees. We will make every effort to accommodate the rescheduling of your appointment at no additional charge.

b. Cancellations with less than 24 hours' notice: Clients who fail to provide the required 24-hour notice or do not show up for their appointment will be subject to a cancellation fee. The cancellation fee will amount to \$50.

3. Payment of Cancellation Fees:

Cancellation fees will be charged to the client's provided payment method the day of the missed or canceled appointment.

4. Exceptions:

We understand that emergencies and unexpected situations can occur. In such cases, clients may contact us to discuss their circumstances, and we will make reasonable efforts to accommodate their needs. Decisions regarding exceptions to this policy will be made at the discretion of Vee's Notary Services.

5. Changes by Vee's Notary Services:

In the event that Vee's Notary Services must cancel or reschedule an appointment due to unforeseen circumstances or emergencies, we will make every effort to contact the client promptly and reschedule the appointment at a time convenient for the client, with no additional charges.

6. Refunds:

Cancellation fees are non-refundable. If a cancellation fee has been mistakenly charged, clients are encouraged to contact us within seven (7) business days to resolve the matter.

7. Accountability:

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By scheduling an appointment with Vee's Notary Services, clients acknowledge their understanding and agreement to this Cancellation Policy. Failure to adhere to this policy may result in a client's inability to schedule future appointments with Vee's Notary Services.

If you have any questions or need to discuss a cancellation, please do not hesitate to contact us at veesnotaryservices18@gmail.com and or (561) 762-4657.

We appreciate your trust in Vee's Notary Services Plus LLC and look forward to serving your notary needs professionally and efficiently.

Vilena Alexander

Owner | Vee's Notary Services Plus LLC

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