

MASSAGE THERAPY POLICY

In order to ensure sufficient time to complete your therapy treatment, you should be aware that:

- 1) Prompt arrival permits your therapist to give you the complete allotted time for treatment.
- 2) Late arrival time reduces treatment time to the remainder of your appointment time. The full fee will be charged.
- 3) If you are unable to honor an appointment, due to illness or other pressing engagements, the courtesy of a phone call would be appreciated. A 24 hour answering machine is available for your convenience. Please call **(519)717-0924**.
If a 12 hour notice is given, you will not be charged for a missed appointment.
A cancellation on short notice, or failure to show up for a scheduled appointment will require that you pay for the missed treatment.
- 4) If you have any insurance coverage of whatever kind you must pay the therapist for the treatment. In turn you will be reimbursed by the insurance company. For whatever reason, you will be responsible for payment.
- 5) Payment may be made in cash, cheque, debit or credit. There will be a \$25.00 charge for any NSF cheque. You will be responsible for paying the NSF cheque and the \$25.00 charge.

Please sign below to indicate your acceptance of this policy.

NAME: _____(please print)

DATE: _____

SIGNATURE: _____