**Cancellation & Rescheduling Policy**

Please note that **all booking fees are non-refundable under any circumstance.**

We understand that unexpected situations can arise. However, we require a **minimum of 48 hours’ notice** for any appointment cancellations or rescheduling requests. This allows us time to offer your slot to another client.

* **Cancellations or changes made with less than 48 hours’ notice** will result in the **loss of your booking fee**.
* **No-Call, No-shows**: missed appointments without any notice will also result in forfeiture of the booking fee.

If you need to reschedule, your booking fee **may be transferred up to three times**, as long as each change is made with **at least 48 hours’ notice**.

* All rescheduled appointments must be **booked within 30 days** of the original cancellation.
* It is the **client’s responsibility** to rebook within this 30-day period.
* If no new appointment is scheduled within that timeframe, the booking fee will be forfeited.
* If a rescheduled appointment is missed, a **new booking fee will be required** to secure a future date.

**Lateness Policy**

We allow a **15-minute grace period** for late arrivals. If you anticipate being late, please call the studio at the following number: 516-226-0386 as soon as possible.

* Arrivals beyond 15 minutes may result in **appointment cancellation and forfeiture of your booking fee**.
* If you're traveling from out of town, please allow extra time to account for traffic or delays.

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_