STANDARD POLICIES FORM

As a Foot-Joy Reflexology client, you will be treated with respect and dignity as well as privacy and confidentiality at all times. To ensure that we are able to provide you with the best session every visit and a safe, comfortable, pleasing environment, it is important that all clients understand and agree to the following standard policies:

• Sessions are available by appointment only.
• Sessions will begin and end at the scheduled times.
• Sessions that begin late due to the client’s unavailability will end at the originally scheduled completion time and will be charged full price.
• If cancellation is necessary, please provide 24 hours notice. Sessions with less than 24 hours’ notice may be charged at full price, or if using a gift certificate, it may be forfeited.
• Payment is accepted in cash or check at the time service is rendered.
• Returned checks will incur a $30 charge payable to Foot-Joy Reflexology within 10 business days.
• Clients must complete an intake form as well as sign a consent form that gives permission for your session to be performed.
• All children under the age of 18 who are receiving a treatment need to be accompanied by a parent or legal guardian. Children without an appointment will need a guardian in attendance during your session.

I understand the policies described above.

Client Signature: ____________________________ Date: ____________________________

Practitioner: ____________________________ Date: ____________________________

In addition, to make your appointment more relaxing and peaceful, please:

• Wear comfortable, loose clothing
• Do not consume a heavy meal within 2 hours of your session
• Refrain from smoking within 1 hour of your appointment