

NO SHOW/ MISSED APPOINTMENT POLICY

Vitality Massage Studio

We, at Vitality Massage Studio, understand that sometimes you need to cancel or reschedule your appointment for any number of reasons. If you are unable to keep your appointment, please reach out to us as soon as possible.

You can cancel your appointment by calling or texting us at (970)-587-7029.

To make sure that each individual patient is given the proper amount of time allotted for their visit and to provide the highest quality of care, it is very important for you to arrive on time. As a courtesy, an appointment reminder text is sent to you 24 hours before your scheduled appointment.

PLEASE REVIEW THE FOLLOWING POLICY:

1. Please cancel or reschedule your appointment by 6pm the day prior.
2. If you are unable to cancel or reschedule your appointment by 6pm the day prior but still call or text to let us know that you will not make it, you will be charged 50% of the cost of your appointment.
3. If you do not call or text to cancel or reschedule **and** you do not show for your scheduled appointment, you will still be charged the full amount of your appointment (100%).
4. If you cancel the day of but we fill your appointment time, you will not be charged.
5. We do understand that occasionally there will be exigent circumstances that do not allow for you to follow our policy. We understand, so those will be handled on a case-by-case basis.

I have read and understand Vitality Massage Studio's NO SHOW/ MISSED APPOINTMENT POLICY. I understand that it is my responsibility to plan appointments accordingly and notify Vitality Massage Studio appropriately if I have difficulty keeping my scheduled appointments.

Patient Name Print

Patient or Guardian Signature

Date

Staff Signature _____