



CADRE Solutions, LLC

Career Assist, Develop, Recruit & Employ

CANCELLATION POLICY AGREEMENT

Cancellation Policy (For Services):

Your appointments and well-being are very important to us. We understand that sometimes unexpected delays can occur when making schedule adjustments. If you need to cancel your appointment, we respectfully require [24 hours] notice. Cancellations are accepted by phone or email and clients **must** receive a verbal or an email confirming receipt of the cancellation.

Our Policy:

Any cancellation or reschedule made less than [24 hours] will result in a cancellation fee. The amount of the fee will be equal to the price of service for that session.

Please understand appointment times are centered around other appointments. If you are more than [15 minutes] late for your service, we may not be able to accommodate you. In this case, the same cancellation fee will apply. We will do our very best to reschedule your service for another time that is convenient for you.

We require a credit card to hold your appointment. Cancellation fees will be charged to your card on file.

In the event of a true, unavoidable emergency, your cancellation fee may be applied to future services. However, if your appointment is rescheduled and you cancel the rescheduled appointment [less or greater than 24 hours], we reserve the right to charge an *Inconvenience Fee* to your card on file for the 2nd cancellation. This *Inconvenience Fee* for canceling the rescheduled appointment will be equal to the price of service for that session.

Client's Signature

Today's Date