



Appointments and Cancellation Policy

Appointments

Appointments will ordinarily be **50 minutes** in duration, once per week at a time we agree on, although some sessions may be more or less frequent as needed. The time scheduled for your appointment is assigned to you and you alone. Scheduling is done via the scheduling page on my website. You are responsible for coming to your session on time; if you are late, your appointment will still need to end on time.

Fees

The standard fee for a session is \$250.00 and sessions are 50 minutes long. There are a number of ways to process payment including cash, check, bank transfer and credit card. **If a credit card is used a 3.5% processing fee will be added to the standard fee. Regardless, of form of payment, when booking a session, you will be asked to put a credit card on file to reserve the appointment.** You can then choose to use that as a form of payment or cash/check, etc. at the end of our session together. All payments are made prior to or immediately following session.

Cancellations

If you need to cancel or reschedule a session you can do so on the scheduling page on my website. You can also contact my office via text at 754 600 9040. I ask that you provide me with **a 48 business hour notice. If you miss a session without canceling, or cancel without giving me a 48 hour notice, I charge for the reservation at my standard fee. Cancellations within the first half of the fee period (48-24 hours prior) are charged at half. Cancellations made within 24 hours of the appointment are charged in full.** You may then reschedule on my scheduling page.