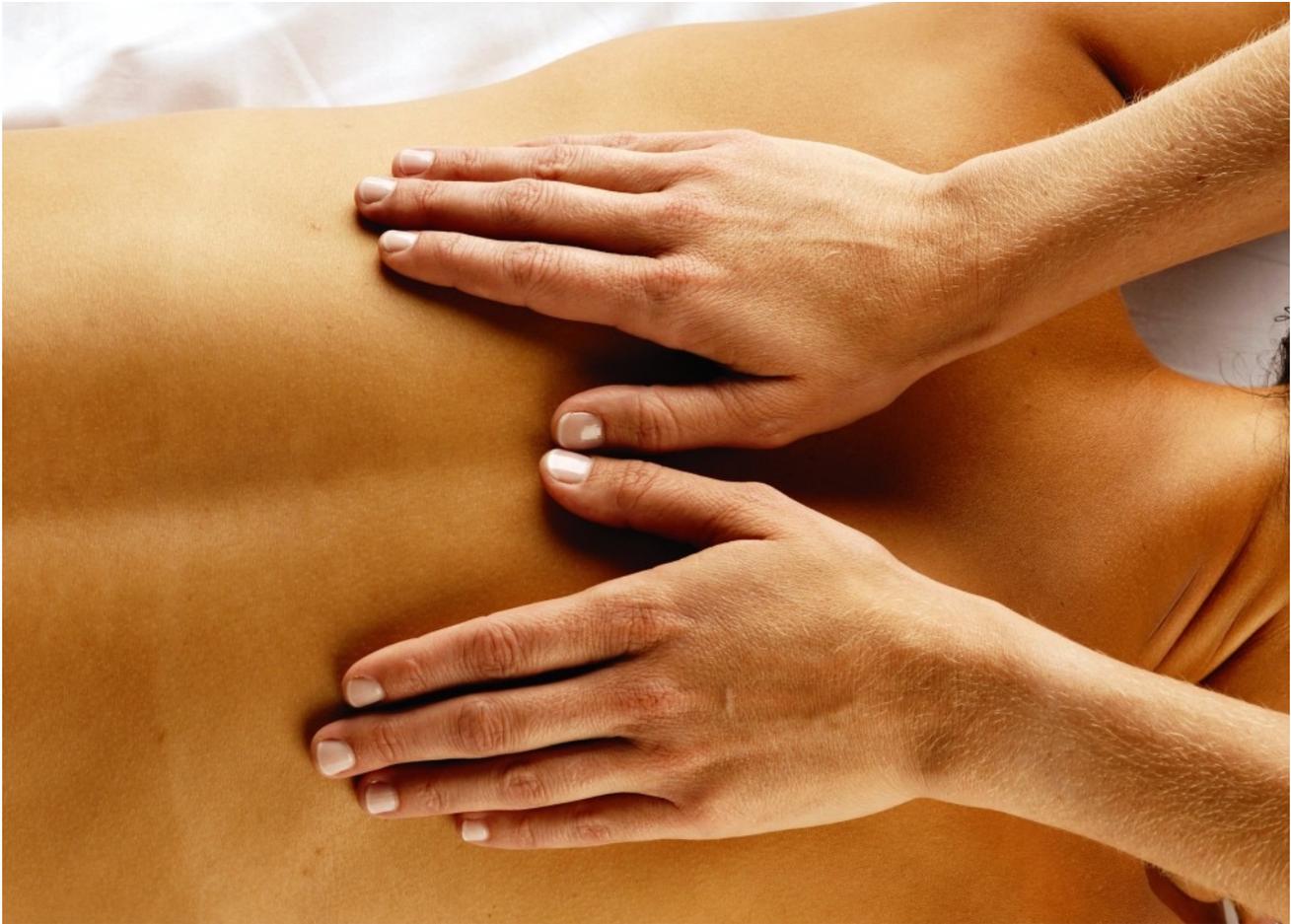

VYTAL BODYWORKS

Life Happens. But Please Call.



Nancy's Appointment and Rescheduling Policy

Be aware that Vytal Bodyworks does have an Appointment and Rescheduling Policy in place and would appreciate if you would acknowledge it. Vytal Bodyworks understands that life happens but we require that you contact us if you are not able to keep your appointment to reschedule for another time.

You will not be be charged until Massage services are rendered unless you do not call or no-show for your appointment! If you need to cancel an appointment we require at least 24 hours notice. 50% of the cost of the massage schedule is charged for

Phone

316.641.0186

Email

nancy@vytalbodyworks.com

Location

250 N. Rock Rd,

Suite 130

Wichita, KS 67206

cancellations within 24 hours.

If you have a Massage Gift Certificate with Vytal Bodyworks please plan ahead in making an appointment. The sooner you call to schedule your appointment the better chance you have of getting the day and time you want. Waiting until the last few days before your expiration date might make it more difficult in getting in before it expires, so please call as soon as receiving Gift Certificate.

Last minute cancellations and no-shows will result in full service charges or voidance of gift certificates. Fees are non-refundable and have no cash value on future appointments. Also, please call if you are running late as this will help both of us adjust our schedule accordingly if possible. New Client Information forms are available on the web site to download. If you are unable to return them to me via email please arrive 15 minutes before for your appointment to allow for new client information to be reviewed.

Late Arrivals

If you are late you will receive only the amount remaining of your scheduled appointment including the time needed to fill out paperwork. You will be considered a "No-Show" if you are not there at your appointment within 15 minutes after the scheduled appointment time and if there was no phone call to cancel or reschedule. For example if you were scheduled for 9am and you did not show by 9:15am and did not call you will be considered a No-Show. If you arrive 15 minutes after your appointment time you will only receive the amount scheduled for.

Your late arrival will require that I end the session at the scheduled time, meaning your session will unfortunately be shorter that day. I have reserved this time for you and only you and have other people scheduled after your time.

If you are not familiar to where our location is we suggest you leave extra early so you will arrive promptly for your appointment.

I'm looking forward to our appointment. Please call or text Vytal Bodyworks if you have any questions about the Appointment and Rescheduling Policy at 316.641.0186.

**"He who has health
has hope, and he who
has hope has
everything." – Asian
Proverb**

**"To keep the body in
good health is a
duty, otherwise we
shall not be able to
keep our mind
strong and clear."**

-BUDDHA

