Farr Out Wellness Medical Massage & Functional Bodywork Doc No. CDF0-V5T-U8AT Date Jul 20th, 2025

Farr Out Wellness 3 Sculps Hill Road Lower Level Orwigsburg, PA 17961 (570) 292-2985

## **Booking & Payment Policies**

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BOOKING AN APPOINTMENT

You can book an appointment several ways. The fastest way is online: https://pocketsuite.io/book/FarrOutWellness

This site will allow you to see detailed session descriptions, pricing, and gives immediate scheduling options. All clients are required to enter credit card info to book an appointment. This is to reserve your appointment time, and will only be charged if you choose to pay with credit after your completed session, or in the event of a late cancellation or no-show.

You can also initiate booking by calling or texting my cell (570.292.2985) or by responding to the text where your booking confirmations arrive. PLEASE NOTE: YOU WILL ALWAYS RECEIVE A CONFIRMATION TEXT WHEN YOUR APPOINTMENT REQUEST IS SUCCESSFULLY COMPLETED. If you do not, please reach out to me immediately. You will also receive a text reminder about your appointment about 48 hours in advance. See Cancellation Policies below.

## PAYMENT

CASH - Cash is always accepted for any session payment, as well as the only way I can accept gratuity.

CREDIT CARD - Credit cards are accepted via PocketSuite (my booking app). All credit

transactions do have an additional 3% added to cover processing fees. To avoid this fee, you can pay for your appointment with cash. I cannot accept gratuity via credit card, so if you do wish to offer a tip, please use cash.

GIFT CERTIFICATES - Digitally available via https://pocketsuite.io/book/FarrOutWellness I also offer physical paper gift certificates. Call, email, or ask how to purchase one at your next appointment. Available online in the following increments: \$25, \$50, \$75, \$100, \$120. If you would like a different amount, just let me know.

TIPPING INFO - Tipping is a client's option. If you do choose to offer a gratuity, please do so in cash. (I cannot accept tips via credit card or gift certificate.)

OTHER NOTES ON PAYMENT - Checks are not accepted for individual appointments.

## CANCELLATION / NO-SHOW / LATE ARRIVAL POLICIES

I understand that life can sometimes interfere with scheduled appointments. I ask that you let me know with as much notice as possible if you need to cancel or reschedule. Extenuating circumstances will be taken into consideration on a case-by-case basis.

CANCELLATION FEES

CANCEL BEFORE 24 HOURS OF APPOINTMENT - No charge. CANCEL WITHIN 24 - 5 HOURS OF APPOINTMENT - First time: 50% service charge.

Subsequently: 100% service charge.

CANCEL WITHIN 5 - 0 HOURS OF APPOINTMENT - 100% service charge.

NO-SHOW POLICY

Time is valuable, especially in an appointment-based industry. The no-show policy is as follows:

1ST OFFENSE - 100% service charge. Pre-payment in full required to book future appointments.

2ND OFFENSE - 100% service charge. Unable to book future appointments.

## LATE ARRIVAL POLICY

If you arrive late for your appointment, the session will end at its originally scheduled time.

Regardless of the duration of your session due to late arrival, the full session fee applies. Please notify me as soon as possible if you anticipate being late for an appointment. This allows time to make any necessary adjustments to the schedule and accommodate you to the best of my ability.

Updated May 2025

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

{name}