

client id	password
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urban monkeys

Spa Policies and Procedures

SPA OPTIONS

Skin Care facials, waxing, and tinting	Massage swedish, deep tissue, prenatal, postpartum, and treatment	Nails manicures and pedicures
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PAYMENT TERMS

All Appointments will be held with credit card (V/MC).
 Payments are to be made at the end of appointment, unless a series or package has been pre-paid prior to appointment.

Declined credit cards and bounced checks will incur a \$25.00 fee.

TERMS OF AGREEMENT

The client must complete and sign a **Spa Intake Form** and a Liability Waiver.
 Clients agree to disclose any and all information medically to the technician prior to the service.

APPOINTMENT TERMS

A scheduled appointment must be cancelled at least 24 hours in advance.
 Appointments cancelled less than 24 hours or no showed will be charged 50% of the scheduled service.

client signature	date
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