

# Payment and Cancellation Policy

At MeetYou, I aim to provide a fair and transparent payment process for all clients. This policy outlines how payments, cancellations, and rescheduling are handled.

#### **Payment**

- Session fees will be confirmed at the time of booking.
- Payments can be made by bank transfer bank details can be found on invoices.
- For online sessions, payment is required at least 24 hours before the session to confirm your appointment.
- For in-person sessions, payment can be made at the time of the session / in advance.
- Packages or block bookings (if offered) are payable in advance unless otherwise agreed.

# **Cancellation & Rescheduling**

- A minimum of 24 hours' notice is required if you need to cancel or reschedule your session.
- Cancellations made with less than 24 hours' notice, or missed appointments, may be charged in full.
- This policy helps ensure that the time reserved for you can be offered to another client if needed.

# Refunds

- Payments for sessions cancelled with sufficient notice (at least 24 hours) will be refunded or credited toward a future session.
- Refunds are not available for sessions that have already taken place.
- For pre-paid packages, refunds will be calculated based on the number of sessions used and may be subject to an administration fee.

#### **Late Arrivals**

If you arrive late, your session may still need to finish at the scheduled time so as not to delay the next client. The full session fee will still apply.

#### **Session Fees**

Current session fees are displayed on my website and may be subject to periodic review. Any changes will be communicated in advance.

[Rev1 – Oct 2025]



# **Contact for Cancellations**

To cancel or reschedule, please contact me as soon as possible via call or email.

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