



***Cancellation, Missed Appointments, No Show Policy***

City Aesthetics is able to reschedule or cancel most appointments with a minimum of 24 hour notice. We attempt to remind clients of appointments, by phone, in advance. However, the responsibility of calling to cancel or reschedule an appointment remains with the client. Cancellations made with less than the required time, as stated above, will incur a fee totaling 50% of the scheduled service.

Repeated late cancellations or not showing for the appointment will require non-refundable deposit to secure future appointments.

In the event of a missed or cancelled appointment within 24 hours of original booking time and date, your credit card will be charged a fee totaling 50% of the scheduled service. Please confirm with your signature that you have read and acknowledge your understanding of our policy.

Patient Signature \_\_\_\_\_ Date \_\_\_\_\_

Please provide your credit card information below which will be kept confidential.

Name as it is printed on credit card \_\_\_\_\_

MasterCard  Visa  Discover  American Express Security Code \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Your support is greatly appreciated. Thank you for allowing us to care for you!

***Office Use only***

Missed appointment date \_\_\_\_\_ Service Booked \_\_\_\_\_

Price of Service \_\_\_\_\_ 50% Charge \_\_\_\_\_

Employee Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

