



Live Well

Sarah Peskin, Fitness Specialist

2008-2009 Class Cancellation/Notification & Payment Policy

Class Cancellation/Notification Policy:

- Classes are semi-private (a minimum of 2 & maximum of 4 participants).
- If the 2 person minimum cannot be met, class may be cancelled.
- If you cannot attend class as was scheduled, a minimum of 4 full hours notice of cancellation is required. This allows me to contact other participants to inform them of class cancellation/change or provide waiting-list participants an opportunity to fill openings when possible.
- "Notice of cancellation" is defined as calling 541-829-6773 a minimum of 4 hours before class & leaving a message for Sarah.

- If you cannot attend class, you will provide "Notice of cancellation".
- A no-show/late cancellation (<4 hours notification) fee of \$15 or termination from the class may apply if "Notice of cancellation" is **NOT** provided.
- In the event class must be cancelled/changed, I understand every effort will be made by Sarah to contact me before the start of class via my preference indicated below:

Phone # _____ or Email _____

I have read & agree to the class cancellation/notification policy above. _____Initial if you agree.

Payment Policy:

- Class fee = \$15 per class per person due at class.
- I have read & agree to pay the class fee upon conclusion of each class.
- If other payment methods have been arranged (Example: SHS Employee Wellness Program), I agree to provide all information needed for billing.
- I also agree to pay any balance remaining after my annual benefit/annual wellness allowance maximum has been reached. _____Initial if you agree.

Signed: _____

Date: _____