

Whole Body Fitness, LLC

Policies and Billing Agreement

As our goal is a successful experience for those we work with and to provide all our clients with excellent service the following policies are in place for us to efficiently do this.

Please read our policies carefully!

1) 24 Hour Cancellation Policy: Whole Body Fitness, LLC works on a scheduled appointment basis. Because your appointment time has been reserved especially for you, clients are required to give a minimum of 24-hours notice when canceling an appointment, which at that time can be rescheduled at no charge. With a 24-hour notice we are able to schedule someone in your place.

Sessions canceled with less than a 24-hours notice will be charged full session rate,

2) Package Expirations for 20 or 16 session Packages: 20 session package expires 12 weeks after date of purchase, 16 session package expires 10 weeks after date of purchase. If you need additional time to complete your package, please speak with your trainer. It is the client's responsibility to schedule their sessions. Please be sure to get your training sessions completed in the time allotted for these packages, so you do not lose your sessions.

3) Billing: Whole Body Fitness, LLC bills its clients on a pre-pay basis. Bills are issued directly to the client when services are retained and are due upon receipt of first session. All clients will initial a "Training Session Record" upon arrival of their scheduled appointments. Clients will be billed for their next series of sessions 2-3 weeks prior to their last session. Payment will be due at the 1st session of the next series of training sessions. Discounts on session rates apply only to packages paid in full in advance.

3) Scheduling Appointments: Whole Body Fitness, LLC schedules appointments 2 months out in advance. We work with many people's schedules on a first come first serve basis.

4) Heart Rate Monitor: Prenatal clients, clients over 50 years of age and clients 50lbs over weight are required and all other clients are recommended to wear a Polar heart rate monitor while training. Not only does it monitor heart rate but also tracks how many calories burned during exercise. This is for your safety. See your trainer for purchase locations.

5) Medical Release: If you are over 50, over 50lbs overweight you will be required to get a medical release from your doctor to begin an exercise program. We will provide one to you.

6) Pre and Post Natal Medical Release: Clients are required to obtain a medical release from their doctor to begin or continue a prenatal training program as well as a postnatal medical release to return to an exercise program. We will provide one to you.

7) Body Composition Testing: Whole Body Fitness, LLC will pay for 1 body fat composition test (clients 16 years and older) with Fitness Wave per 12 month period either for training or for Lifestyle weight Management Program.

Whole Body Fitness, LLC reserves the right to change these policies at any time.

I, _____ have read the aforementioned and understand and accept these policies as they relate to personal fitness training procedures with Whole Body Fitness.

Signature of CLIENT

Date

Revised 11/07