



BOOKING FORM TERMS AND CONDITIONS 1-1 Lessons

I would like to confirm an appointment for the following:
(please tick the appropriate box)

- Introduction to the Pilates' Technique Exercises (£25.00)
- Introduction to the Reformer (£25.00)
- Mat Work Pilates' Technique Review (£25.00)
- Posture Assessment (£25.00)
- 60 Minute Mat Work Lesson (£20.00)
- 60 Minute Reformer Lesson (£20.00)

on: at:

I enclose a deposit of £10.00 I enclose cash/cheque. I have paid online.
(the balance to be paid on the day of the actual lesson.)

Name:

Address:

Town:

Postcode: Email:

Contact number:

CONFIRMATION AND CANCELLATION PROCEDURE

- All provisional dates/times must be confirmed no later than **7 days in advance** (including weekends and bank holidays) by returning a completed booking form to my home address, accompanied by a £10 deposit. If a booking form and deposit is not received in time, the provisional appointment will be cancelled and the client will be notified.
- Once a lesson is confirmed, deposits **will not** be refunded should the client have to cancel the lesson/assessment.
- Deposits will be refunded or the lesson/assessment rearranged if it has to be cancelled by the teacher for any reason.
- Confirmation of a lesson/assessment will be acknowledged by phone, email or letter.
- The balance of the lesson/assessment will be due at the actual lesson.
- Cash, cheques or online banking accepted. Cheques payable to B Francis or BJF Coaching Me.

Online Banking:

- Account Name: BJF Coaching Me; Sorting Code: 20 84 13 Account Number: 83836924 Payment Reference: Your name

I have read and accept the terms and conditions regarding the confirmation and cancellation procedure.

Signed: Date:

All booking forms to be returned to:

Bev Francis, 38 Eastern Road, Sutton Coldfield, West Midlands, B73 5NU.