

# Appointment Policy

Dear Client,

Your time is very important to me, and respectfully, I would appreciate it if you respected mine equally. Below is our appointment policy.

1. All appointments must be scheduled by the appointment system on our website.
2. The first visit of the process is the **Saturation** visit. The following visit (1st touch-up) is known as the **Focus** visit. As the names imply, the Saturation visit accomplishes the basic design and color saturation. The Focus visit addresses perfection by focusing on balance, symmetry, and detail of the healed result. The 1st touch-up is included in the price of each procedure.
3. A **Color Assessment** appointment should be scheduled at the end of the first year (this time may vary, as everyone's skin color retention is different), and if a **Touch-Up** is needed, the charge is \$375 per procedure. If, at the first-year assessment, the touch-up is determined unnecessary, the charge for the second-year touch-up will be \$475 (this amount is approximate; it can change with inflation at that current time). The time one waits between touch-up visits will determine the feeds. After 30 months, a full price will apply.
4. One of the studio's policies is that we take our time with each client. Our appointment times are approximate. We could take 30 minutes less or more, after or on time. We will keep you informed of our progress. However, your punctuality is appreciated.
5. One 30-minute consultation visit is free of charge upon request.
6. The studio does NOT make appointment reminders. The client's sole responsibility is to plan accordingly for the scheduled appointments, cancellations, or rescheduling. If an unforeseen event causes the studio to cancel your appointment, we will contact you immediately.
7. If you are running late to your appointment for any unforeseen event, please let us know as soon as possible. We will do whatever is possible to accommodate you. However, if you are running more than 30 minutes late and if we have an appointment/commitment ahead of you, we need to reschedule your appointment, and fees may apply accordingly to this policy.
8. If an appointment must be rescheduled, a 72-hour notice is required. The deposit will be applied toward the rescheduled appointment. However, if you fail to reschedule and do not come to your appointed time, the deposit will not be refunded or reapplied, and the full price of the procedure will be due with another deposit. Please understand that we reserve about 3 hours for you, and we need sufficient notice to fill our schedule.
9. No one who is pregnant or nursing will be considered for this procedure.
10. Anyone under the age of 18 must have written permission from a parent or guardian and must be accompanied by them at the time and during the procedure.

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11. All color fades, and your cosmetic tattoo will require maintenance. The amount of fading depends on several variables, including medications, topical treatments, salt from ocean water, chlorine from pools, and primarily sun (ultra-violet) exposure; therefore, measures should be taken to protect your permanent cosmetics from the sun.
12. Payment must be paid in full at the time of your procedure. Forms of payment include cash, credit, or check. Credit card payments add a 3% transaction fee to the total. Any returned checks have an extra \$40 fee.
13. After the consultation, please fill out the indicated forms that are available on our website: [www.orchidspmustudio.com](http://www.orchidspmustudio.com) prior to your appointment. Clients will never and should never be pressured into scheduling a procedure. In fact, all procedures should be carefully considered before scheduling them.

*I, the undersigned, received these appointment policies from Orchids PMU Studio LLC. I have read them and understand that by signing this policy agreement, I am in complete agreement with its terms.*

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

