

## CANCELLATION POLICY

At Head Office we appreciate that sometime the unexpected can happen or life can be busy and that you may need to change or cancel appointments from time to time. Please be aware that we operate a **48hr** cancellation policy in order to give us enough time to fill your appointment. We hope you find our SMS text alerts useful which are sent 48hrs before your appointment, please use this as your final opportunity to let us know if you are unable to make your appointment to avoid a 50% service charge for missed appointments or late cancellations.

Should you require any further clarification on our cancellations policy please email the salon [info@headofficehairstudios.co.uk](mailto:info@headofficehairstudios.co.uk)