



Alyson Schlobohm Massage LLC  
AlySMassage.com

## NEW CLIENT INTAKE FORM AND ACKNOWLEDGEMENT OF POLICIES AND PROCEDURES

Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Occupation \_\_\_\_\_

If someone referred you to me, please let me know whom to thank! Referred

by: \_\_\_\_\_

Reason for today's visit: \_\_\_\_\_

Please give a general description of your exercise regimen: \_\_\_\_\_

\_\_\_\_\_

Please list any surgeries, accidents and injuries here along with a brief description and approximate date of

occurrence: \_\_\_\_\_

Please list ANY AND ALL medical diagnosis, health conditions or diseases here (it is VERY important that anyone suffering from heart disease, low or high blood pressure or women who are pregnant or trying to become

pregnant disclose this information or notify me if your condition changes): \_\_\_\_\_

\_\_\_\_\_

Please list any allergies here: \_\_\_\_\_

Please list all medical diagnosis and current medications (including over-the-counter pain relief): \_\_\_\_\_

\_\_\_\_\_

Please list any other conditions or ailments that might impede your level of comfort during any of your

sessions with me: \_\_\_\_\_

\_\_\_\_\_

Name (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## ALYSON SCHLOBOHM MASSAGE LLC POLICIES AND PROCEDURES

These policies are subject to change at any time and without further notice. Please visit <https://alysmassage.com/policies> for updates.

### **CANCELLATION POLICY AND LATE ARRIVALS**

While I understand that emergencies may arise, I kindly request that cancellations are made as far in advance as possible and only when absolutely necessary. I reserve space for you each day and am only paid when services are provided. I require a minimum of 48 hours to cancel appointments so that I have time to attempt to fill your slot; less time does not grant me this opportunity.

Appointments cancelled in less than 48 hours to the time of their appointment and no-call, no-show situations are subject to the full cost of the class or session and forfeiture of any special offers or previously purchased vouchers.

If more than three appointments are cancelled in less than the required 48-hour cancellation notice you will be required to pay in advance via credit card for any future services. No refunds or credits will be offered if you cancel less than 48 hours before the time of your appointment.

Late arrivals will have that time deducted from their appointment.

Exclusions to my cancellation policy include emergencies, illness and inclement weather.

### **COMMUNICABLE DISEASE AND/OR ILLNESS – PLEASE READ THIS SECTION CAREFULLY**

**If you or anyone else in your household is sick, please reach out to me PRIOR to your appointment date and time or with as much advance notice as possible.**

**If you have a cold, onset symptoms of a cold (sore throat, runny nose, etc.), are getting over a cold, or if you have any other sort of communicable disease or illness, please cancel your appointment with me with as much notice as possible.**

**If someone in your household is sick, please let me know so that I can make an informed decision as to whether to keep or cancel your appointment.**

**I do not hesitate to send people home who show exhibiting cold-like symptoms. I reserve the right to charge full price for appointments cancelled due to communicable disease.**

### **HEALTH, MEDICAL AND WELL-BEING**

If you have a specific medical condition or specific symptoms, some treatments may be not be suitable. A referral from your primary care provider may be required prior to service being provided.

My business (Alyson Schlobohm Massage LLC) is not a medical facility. None of your treatments, discussions or recommendations as such and none should be construed as a substitute for medical examination, diagnosis, or treatment.

Please ensure that you have stated all known medical conditions and answered all questions honestly. Please also ensure to keep me updated as to any changes in your medical profile. There shall be no liability on my part should you forget to do so. *(This is especially imperative for women who are pregnant or trying to become pregnant.)*

If, at any point during any of your session with me, you experience any pain or discomfort please notify me immediately.

I reserve the right to immediately end any session or treatment if any illicit or sexually suggestive remarks or advances are made or if I feel threatened or unsafe in any way. Clients whose sessions are terminated for this reason will be charged the entire amount of the session and will be prohibited from returning to our facility.

Out of respect for both the practitioners at 6924 Lakeside Avenue, Suite 306 as well as our other guests, please cancel your appointment if you have any communicable disease or illness. I reserve the right to refuse treatment in situations we deem unsuitable.

## **LEGAL FEES**

If a default, or breach of the Agreement, by Client occurs, Client is required to reimburse Alyson Schlobohm Massage LLC on demand for all costs incurred by Alyson Schlobohm Massage LLC in connection therewith, including, but not limited to, reasonable attorneys' fees, courts costs, and related costs, plus interest thereon at the rate of 12% from the date the costs are paid by Alyson Schlobohm Massage LLC until Client reimburses Alyson Schlobohm Massage LLC.

## **RIGHT TO REFUSE SERVICE**

Our practitioners reserve the right to immediately end any session or treatment if any illicit or sexually suggestive remarks or advances are made or if he or she feels threatened or unsafe in any way. Clients whose sessions are terminated for this reason will be charged the entire amount of the session and will be prohibited from returning to our facility.

Out of respect for both the practitioners in Suite 306 as well as our other guests, please cancel your appointment if you have any communicable disease or illness. We reserve the right to refuse treatment in situations we deem unsuitable.

**SEXUAL MISCONDUCT AND INAPPROPRIATE BEHAVIOR**

Any illicit, sexually suggestive remark or advance, physical advance, inappropriate or lewd behavior or the like will result in immediate termination of your session. Full payment will be required regardless of the duration of your shortened session. Any sessions terminated due to this behavior will also result in being permanently banned from scheduling with any practitioner at our location.

**Name (Please Print)** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_