



208 and 210 Commack Road  
 Commack New York 11725  
[www.HealthandRelaxation.com](http://www.HealthandRelaxation.com)  
 Tele.631.462.HAND (4263)  
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**Party Guest RSVP Form and Policies** This form must be returned by \_\_\_\_\_

Date of Party: \_\_\_\_\_ Time of Party: \_\_\_\_\_ Type of Party: \_\_\_\_\_  
 Captain: \_\_\_\_\_ Day Tele: \_\_\_\_\_ Eve Tele: \_\_\_\_\_  
 Captain email: \_\_\_\_\_ Guest of Honor: \_\_\_\_\_ Tele: \_\_\_\_\_ Email: \_\_\_\_\_

Name : \_\_\_\_\_ DOB \_\_\_\_\_ Tele: \_\_\_\_\_ Tele: \_\_\_\_\_  
 Address: \_\_\_\_\_

Services Requested Minimum \$100.00: List available at <http://healthandrelaxation.com/hohcservicesrates.html>  
 (Based On Availability) \_\_\_\_\_ Services \$ \_\_\_\_\_ Gratuities \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

List any medical conditions or limits that might be contraindicated for you to receive Massage Therapy or heat treatments \_\_\_\_\_

Please note if you have any of the following:  Severe Pain  Multiple Sclerosis  Lymph node removal  any metal pins, plates, rods or other hardware  Skin disorder  Pregnancy  Skin sensitivity to fragrances or lotions  Hypertension

**Our Policies**

There is a minimum of \$100.00 for each guest

- Cancellations less than 2 weeks prior to party will be charged 50% of full service up until 2 days prior to date in which there will be no refund. Final Payment: All guests must choose their types of sessions and confirm them with a credit card at least 2 weeks prior to the party date. Changes may be requested up to 2 days before the party at which time your card will be charged and the services will be locked in.
- Refunds will not be given for any cancellations 2 days prior or less to the party, unless medical documentation from a licensed physician is received.
- Please be aware that there are contraindications for Massage Therapy sessions and for additional services. Don't hesitate to call with any questions or concerns. This form must be returned at least 2 weeks prior to your party so that we may properly accommodate all of your needs. We cannot be responsible for any cancellation of services due to a lack of a proper medical history prior to the sessions.
- Pre-paid packages, gift certificates, coupons, etc. are not accepted for SPA Party payments.
- Gratuity Policy-For our guests' convenience, we automatically add a 20% gratuity to their credit card when services are charged, so you will not have to be concerned with it on the day of your SPA Party . Guests will have the discretion to adjust these gratuities based upon the level of service received. This includes the option to adjust gratuities (up or down) for any reason. In order to do so, the guest will need to call the Director or Event Coordinator within 24 hours after the party
- Returned checks are subject to a \$25 service charge
- Payment options include Checks (please allow enough time to clear), Cash, Mastercard or Visa

Deposit Date: \_\_\_\_\_ Form Of Payment: \_\_\_\_\_ Name on Card: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Credit Card #: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Security Code \_\_\_\_\_

Total Deposit \$ \_\_\_\_\_ Total Cost (includes Service, Gratuity, Other) \$ \_\_\_\_\_

I understand and agree to all the above policies and the above charge.

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

**YOU ARE MORE THAN WELCOME TO CALL IN YOUR CREDIT CARD INFORMATION, HOWEVER THIS FORM MUST BE SIGNED AND RETURNED! MUST BE RECEIVED 2 WEEKS PRIOR TO PARTY**