**1. Booking**

* **Single Sessions**: Clients can book single sessions based on availability. Payment is due at the time of booking.
* **Blocks of Four Sessions**: Clients can book a block of four sessions. Payment for the block is due in full at the time of booking.
* **Blocks of Ten Sessions**: Clients can book a block of ten sessions. Payment for the block is due in full at the time of booking.

**2. Cancellations**

* **Single Sessions**: Clients can cancel a single session with at least 24 hours' notice to reschedule at no additional cost. Cancellations made with less than 24 hours' notice will result in the forfeiture of the session fee.
* **Blocks of Sessions**: Clients can cancel individual sessions within a block with at least 24 hours' notice to reschedule at no additional cost. Cancellations made with less than 24 hours' notice will result in the forfeiture of the session fee.

**3. No Refund Policy**

* **Blocks of Sessions**: Once a block booking (four or ten sessions) has started, no refunds will be issued for any remaining sessions. Clients are encouraged to complete the booked sessions within the agreed time frame.

**4. Rescheduling**

* Clients can reschedule sessions as per the cancellation policy above. Any sessions not rescheduled within the specified notice period will be forfeited.

**5. Contact Information**

* For booking, cancellations, or rescheduling, please contact [teresabesleycoaching@gmail.com](mailto:teresabesleycoaching@gmail.com) or call +64 22 041 1540