**Tiggertraining/Mind The Gap**

**Family and individual Consultancy Terms and conditions**

This document sets out how I work, what I charge for my work, and our responsibilities towards each other should you choose to book me.

**Deciding services and costs.**

After first contact, we will agree upon a date/time for our initial discussion.

I charge £40,00 for a forty-five-minute consult.

Thereafter I charge £60.00 for each hour’s consultation.

If funds are an issue, please do let me know, my wish is not to exclude those that need help and support.

Payment is expected within 30 days. If for some reason you will not be able to make payment in this time, please let me know in advance. If payment is late by more than 45 days, I will add a 20% penalty charge to the fee and if payment is late by more than 90 days this charge will increase to 50% of the fee.

I can give my payment details over the phone or invoice, whichever you prefer.

**Cancelation**

If you cancel within two days or less prior to the booking you will be liable for the full fee payable. If for any reason I am unable to attend, I will contact you as soon as possible to re-schedule a new date and time to suit yourself as soon as possible.

**Booking.**

Once you are happy with what we have discussed we can book a mutually suitable date for contact in our diaries. Once we have agreed the date we will be contractually obliged to each other. I will be contractually obliged to provide the services we have decided, and you will be obliged to pay me for those services and the associated expenses.

**Paperwork**

Please complete the initial consult form, (link found in website page), and email to me before our first consultation.

**Accepting this document.**

Upon receipt of this document please email to confirm that you accept the terms. Unless you state otherwise in our emails, I will take our continuing correspondence to indicate acceptance of these terms and conditions. If you have any concerns about the stipulations laid out in this document, please let me know so that we can discuss and resolve any issues. Thank you😊 January 2022