



Party Guest RSVP Form and Policies

Please mail this form to your party host or call them with this information.

Party Host Name: _____

Name _____ Age _____ (if under 16) Tel _____

Guest Guardian (if under 16) _____

Services

Requested: _____

List of Services available at: www.spavroom.com/services.html also Frequently Asked Questions at www.spavroom/faqs.html

List any medical conditions or limits: _____

Reservation Policy- Reservations for spa parties must be made at least 3 days in advance. A credit card is required to secure your booking. For each therapist booked, you must guarantee 3 hours of services. For example, if you want a party with massage/ body services only, you would have to book at least 3 hours of these services. If you want a party with nails and massage/body, you would need to book at least 3 hours of nail treatments and at least 3 hours of massage/body treatments. Reservations can be made by calling 978-884-8957 or by contacting reservations@spavroom.com.

Payment – Payment is received at the time of service. Guests are given an invoice following their final treatment. Payment (cash/check/MC/Visa/Discover) and invoice are put in an envelope marked with the guest's name. These envelopes are collected by the therapists at the conclusion of the party. Gratuities can be given directly to the therapists.

Cancellation Policy- Cancellations for spa parties must be made 48 hours in advance to avoid forfeiting your deposit. If a guest is late for their start time, we will do our best to fit them into the party schedule. If a guest does not show up, the full fee is expected from the party host. The host or another guest can always take advantage of this reserved time by adding to his or her own services. . This policy is waived if there are still over 3 hours of work per therapist.

Gratuities- If you are pleased with the services you receive, it is customary to thank your therapist with a 15%-20% gratuity. This gratuity can be given directly to the therapist (s).

Age Requirement- Clients must be at least 16 years of age unless accompanied by a parent in the room.

Cell Phones- For your own relaxation and tranquility, please consider turning off your cell phone during your treatment.

Gift Certificates- Must be presented at time of service. They are not redeemable for cash.

Prices- All prices are subject to change without notice.

Payment Options- Check, Cash, MasterCard, Visa, Amex, and Discover.

Returned Checks- All returned checks are subject to a \$25 service charge.

Hours of Operation- 7 days a week at your convenience. Hours are flexible to meet customer's needs.