

Policies

Last Updated Monday, 23 August 2010

REFERRAL POLICY Referrals are the greatest compliment you can give us!

For every 3 hour referral you receive 1 hour. **TO GIVE BACK** Not only our clients benefit from our services, but hundreds of people are impacted through your donations of clothing and household items you no longer need.

- A three hour minimum charge applies and a pre-payment for a portion of the agreed-to fee may be required when the service is booked.
- The balance of the payment is due and payable upon receipt.
- Pricing \$30.00 an hour plus 1 hour travelling time.
- Purchase blocks of time at a discounted rate.
- Cost of purchased items or third party services are not included.
- Additional fees may apply for after hours, and holiday services.
- We accept cash, checks, or credit card payments with Visa, MasterCard.
- Gift Certificates will be redeemed at the dollar value when purchased and applied as a credit to the invoice.

Service Fees

- Credit card payments are subject to a 5% charge to cover administration and banking fees.
- All past due Invoices will be subject to 15% interest charges.
- NSF cheque fee is \$25.00, plus applicable bank charges.

Cancellations

- 24 hour notice is required for cancellation of service.
- In the event of a cancellation, you will be responsible for any costs already incurred.
- Deposits are non-refundable..

Gift Certificates Give the GIFT of TIME and SPACE

Professional Organizer for your Busy Lifestyle

Serving: Langley, Cloverdale, Surrey, White Rock, Richmond, Burnaby, New Westminister, Port Moody, Coquitlam, Maple Ridge, Mission, Abbotsford, Vancouver, Lower Mainland, Fraser Valley, Central Okanagan, Kelowna, Peachland, Penticton, Summerland, Vernon

**CALL TODAY for a
NO-OBLIGATION personal consultation!
604-530-6337**