



Cancellation Agreement

Cancellation by the Client

- All changes and cancellations **must** be notified in writing to: stephanie@src-ed.co.uk
- Cancellation of assessment = £100 deposit will not be refunded.
- Non-attendance of a booked (fully paid) assessment = assessment will be rescheduled to the next available date.
- Non-attendance of rescheduled booked (fully paid) assessment = full payment will not be refunded.
- If the £100 deposit has not been received by SRC Ltd within 14 days of booking the assessment date, the appointment will be cancelled.
- Please be aware that if you arrive more than 30 minutes late to the assessment, it may be rescheduled to another date.

Cancellation by Stephanie Rumney Consultancy Ltd

- In the event of ill health, severe weather or any other emergency resulting in the cancellation of an assessment, Stephanie Rumney will endeavour to give clients' a minimum of 24 hours' notice* and to reschedule the assessment.

*Please note that it is the **client's responsibility to provide Stephanie Rumney** with an emergency contact number at which they will normally be available.