

LATE CANCELLATION / NO SHOW POLICY

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The team at Southside Tax Services understand that life happens and that you may need to reschedule your appointment.

If you do need to cancel or reschedule your appointment with less than 24 hours' notice we require a deposit to secure your new booking. This booking fee will be 50% of the service amount and will come off the total at your new scheduled appointment.

The same applies to 'No Shows', the next time you ring to book an appointment you will be required to pay 50% of the service amount to secure your new time and date.

These deposits are **NON-REFUNDABLE**.

LATE POLICY

If you are going to be running late for your appointment, please call us as soon as possible as we may need to reschedule your appointment.

If you are running more than 15 minutes late to your appointment, Southside Tax has the right to refuse or reschedule your appointment where necessary.

We are a small but busy practice – keeping us informed of last-minute changes allows us to offer the appointment to other clients.

We thank you for your understanding

01/07/2022