



## 48-Hour CANCELLATION/RESCHEDULING POLICY

I understand that sometimes things come up and you may need to change/cancel your appointment, however, your appointment time is reserved specifically for you and it is extremely difficult to reassign that time to someone else on short notice.

Please call **(415) 464-7723** or email **SFTutors@gmail.com** at least 48 hours before the start of the appointment you need to cancel or reschedule.

- For cancellations/reschedules made with less than 48 hours notice and no-shows, the full session fee will apply.
- If you are unable to keep an appointment due to illness or family emergency, I can reschedule and you will not be charged.

Thank you for your understanding.

Sincerely,

Ender Markal  
Founder, Math Tutor  
SF Tutors  
(415) 464-7723  
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