

**American Mobile Fitness  
Policies and Procedures**

**American Mobile Fitness** bills its personal training clients on a pre-pay basis. Bills are issued directly to a client by a trainer and are due upon receipt. **American Mobile Fitness** trainers work on a scheduled appointment basis. In order for us to effectively use our time we ask that clients give trainers 24-hour notice when canceling an appointment. This means a cancellation should be made at least 24 hours *before the scheduled appointment*. Personal-training sessions canceled inside of 24 hours of the scheduled appointment will be billed at the normal rate of a single session to the client, or clients (in the case of a Buddy session).

Each **American Mobile Fitness** trainer agrees with **American Mobile Fitness** that he/she will train **American Mobile Fitness** clients only on behalf of **American Mobile Fitness**, and not outside the auspices of **American Mobile Fitness**, during employment and for 24 months after the trainer is no longer employed by **American Mobile Fitness**. It is the policy of **American Mobile Fitness** to provide refunds only under the following circumstances:

1. **American Mobile Fitness** is unable to provide a trainer to the client due to relocation (of client) to another city or location where **American Mobile Fitness** does not have a trainer available.
2. **American Mobile Fitness** is unable to meet the realistic scheduling needs of our client. Realistic scheduling means between the hours of 6:00 a.m. and 8:30 p.m., Monday through Saturday.
3. A client's medical condition exists that make it impossible to work with a trainer. In this case, a physician's written notification is required.
4. All remaining personal training sessions following a 90-day inactive period will be non-refundable. Unused sessions can be transferred to another client. Sessions unused after a (1) one-year inactive period will no longer be honored.

I, \_\_\_\_\_, have read the aforementioned and understand and accept these policies as they relate to personal fitness training procedures with my **American Mobile Fitness** personal trainer. I also agree to abide by the agreement between **American Mobile Fitness** and its trainers that all fees for training services provided during and for 24 months following a trainer's employment with **American Mobile Fitness** will be paid to **American Mobile Fitness**.

Acknowledged and Agreed:

CLIENT (Signature)

DATE

Witnessed:

TRAINER (Signature)

DATE