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Corporate Massage Contract

Company: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

This is an agreement between Xavier Massage and the "Company/Client" stated above (herein referred to as "The Company") for corporate massage services to take place at the address listed above.

Terms:

- **Certification/Insurance:** Xavier Massage insures that all Therapists are certified and insured as instructed and will abide by the rules, regulations and laws set forth by the State of California Massage Therapy Council. Therapist shall have proof of valid certification and insurance at time of service on file at Xavier Massage.
- **Working space:** The Company shall provide a quiet space large enough for requested number of massage chair(s) with working electrical outlet and working light.
- **Set-up:** The Company will allow Xavier Massage access to the designated space at least 45 minutes before the contracted time to setup all equipment; and allowed 45 minutes after the contracted time to package up equipment and to clean area.
- **Appointments:** Xavier Massage will provide scheduling and a company-specific webpage with scheduling instructions, and planned dates of service will be available for employees at a cost of **\$10/month** to The Company. Otherwise, Xavier Massage will provide a sign-up sheet to The Company to regulate appointments.
- **Session Duration:** Chair massage session intervals are either 10, 15 or 20 minutes to accommodate employees break and lunch allotments. Session availability is dictated by The Company on the accompanied Order Form. Below is a chart illustrating how many employees can serviced at different session durations.

2 Hours	3 Hours	4 Hours	5 Hours	6 Hours	7 Hours	8 Hours
- 12 people for 10 minutes each	- 17 people for 10 minutes each	- 23 people for 10 minutes each	- 28 people for 10 minutes each	- 34 people for 10 minutes each	- 39 people for 10 minutes each	- 45 people for 10 minutes each
- 8 people for 15 minutes each	- 11 people for 15 minutes each	- 15 people for 15 minutes each	- 18 people for 15 minutes each	- 22 people for 15 minutes each	- 26 people for 15 minutes each	- 30 people for 15 minutes each
- 6 people for 20 minutes each	- 8 people for 20 minutes each	- 11 people for 20 minutes each	- 14 people for 20 minutes each	- 17 people for 20 minutes each	- 19 people for 20 minutes each	- 22 people for 20 minutes each

- **Rate:** Xavier Massage Corporate Massage services are available able at a 2-Hour minimum. There are two pricing options available to meet the needs of The Company:
 - **Employer-Funded:** The Company pays for 100% of the cost by paying a **\$60/hour** rate. There is no charge to the employee. The cost is billed to The Company on monthly bases.
 - **Shared Cost:** The Company agrees to a billed rate of **\$30/hour**. The employee pays **\$5 for each 10 minute session, \$7 for 15 mins; \$10 for 20 mins.**
- **Company Payment Options:** We accept Visa, MC, American Express, and Discover. We must have a valid credit card on file to confirm your event. The credit card will be charged on the last weekday of the calendar month.
- **Employee Payment Options (where applicable):** Companies with online scheduling will have credit card payments available to their employees. Companies with manual scheduling will require cash payments by employees.
- **Tips:** Xavier Massage employees will be allowed to receive tips from employees for services provided.
- **Cancellation:** Cancellation of this contract is available to either party by notifying the other party by written notice no sooner than 30 days prior to cancelation of the contract. Either party may immediately terminate the agreement, given reasonable cause, as outlined below:
 - A Breach of ethical standards, or
 - Violation of the terms of this agreement

Corporate Massage Order Form

Company: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Date mm/dd/yy	Start Time hh:mm am/pm	End Time hh:mm am/pm	Session Length	# Hrs. of Service
			<input type="checkbox"/> :10 <input type="checkbox"/> :15 <input type="checkbox"/> :20	
			<input type="checkbox"/> :10 <input type="checkbox"/> :15 <input type="checkbox"/> :20	
			<input type="checkbox"/> :10 <input type="checkbox"/> :15 <input type="checkbox"/> :20	
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Date mm/dd/yy	Start Time hh:mm am/pm	End Time hh:mm am/pm	Session Length	# Hrs. of Service
			<input type="checkbox"/> :10 <input type="checkbox"/> :15 <input type="checkbox"/> :20	
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			<input type="checkbox"/> :10 <input type="checkbox"/> :15 <input type="checkbox"/> :20	

BILLING INFORMATION

Billing Option:

- Employer-Funded
 Shared Cost

Scheduling:

- Online Scheduling (\$10/month)
 Manual Scheduling

Name On Card: _____

Card Number: _____

Expiration Date: _____ CV2/CVV2ⁱ: _____

Billing Address: _____

Billing City: _____

State: _____ Zip: _____

CONTACT INFORMATION

Contact Name: _____

Email: _____

Phone: (_____) _____

Signature: _____

ⁱ CV2/CVV2 can be found in one of two locations on your credit card:

- It is the three-digit number printed in the signature space on the back of most credit cards, such as Visa, Mastercard, and Discover cards. The CVV2 number is always the last group of numbers in the signature space on the back of the card. It is not part of your regular credit card number.
- It is a four-digit number on the front of American Express cards. It is printed (flat), not embossed like the card number.