Salón Alcalá
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RESERVATION AND CANCELLATION POLICY

- For reservations made **less than two months** before the program start date, **full payment is required at the time of booking**. Accepted payment methods include PayPal, Felix, and wire transfer.
- For bookings made **between two and six months** before the start date, a **50% deposit** confirms the reservation. The remaining balance is due **two months prior** to the program.
- For bookings made **more than six months** in advance, a **25% deposit** secures the reservation. A second deposit of 25% is due **six months prior**, and the remaining balance is due **two months before** the start of the program.
- A **$150 late payment fee** applies to any payment not received by the due date.

Cancellation Terms

- The reason for cancellation is the sole responsibility of the participant. Salon Alcalá is **not liable** for any personal or external circumstances that prevent arrival or participation in the program.
- Cancellations made **more than two months** before the scheduled arrival date will receive **50% of the original deposit as a credit** toward a future program.
- **No refunds or credits** are issued for cancellations made **after full payment has been received**, unless the reserved space can be filled.
- Payment is for the **original length of the program only**. No refunds or credits are provided for **late arrivals** or **early departures**.

By submitting a reservation deposit, the participant agrees to the terms outlined in this **Reservation and Cancellation Policy**.

Additional Recommendations

- **Travel insurance is strongly recommended.**
- Carry a **photocopy of your valid passport** and store the original in a secure, separate location.

The undersigned participant(s) has/have read and fully understand(s) this Booking Policy

ACCEPTED and AGREED: (Please sign next to the "X" and print your name below)

X_____ Date: _____