



Ask Sheila V.

Spiritual Guidance to Practical Solutions

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Request for Service Retainer Special Events

Client Name: Company: Contact#: Email: Type of Event: Date & Time: Date of Request#:

Please fill out form as completely as possible. You may mark as many boxes as apply to your needs. For assistance call (310) 403-3329. SV

Table with 8 columns: Type of Service, Description of Service, Venue or Setting, Service Exchange, # Hrs. Requested, Monetary Exchange x, Amount Due =, Session Log (office use only). Includes sections for Special Event, Fundraisers, and signature lines.

Please provide address for specified event(s).

Private Location: Commercial Venue:

Terms and Conditions

1) A Service Retainer must be signed by both parties at least 14 days prior to date of event. 2) 50% of negotiated fees are due upon retaining service with remaining 50% due upon arrival at event. 3) Readings in excess of 15 minutes in length, requested at special event, will be scheduled for later dates so as not to disrupt the flow of readings given to the guests of the specified event. 4) Sign and send completed form via fax to (310) 774-3132 or email to admin@asksheilav.com. You will then receive an email and/or phone confirmation of your request, followed by an email copy of your RQfS form signed by Sheila V. All Methods of Payment received on-line are accepted via www.paypal.com to sheilav@thesheilavmission.org. Payment may also be received by sending a check or money order made payable to: Sheila V. Tabarsi, 171 Pier Ave., #208, Santa Monica, CA 90405. 5) Cancellation Policy: Cancellation of services must be requested no less than 7 days prior to date of event to receive a partial refund. Booking fee of 15% of total fee for service is non-refundable. Services cancelled within less than 7 days of scheduled event will result in forfeiture of deposit.

All Sessions Are Confidential