



CANCELLATION & REFUND POLICY

This policy outlines the terms for cancellation and refunds for services provided by B & D Bookkeeping LLC.

CANCELLATION POLICY

Clients may cancel services by providing written notice to B & D Bookkeeping LLC. Cancellations must be submitted at least 5 business days prior to the next billing cycle to avoid charges for the upcoming month.

REFUND POLICY

All payments are non-refundable once work has begun. If a client cancels after services have started for the month, the client will be responsible for payment for all work completed.

SERVICE SUSPENSION

B & D Bookkeeping LLC reserves the right to suspend services for non-payment or violation of agreement terms.

NO SHOW / NON-RESPONSE POLICY

Failure to provide required documentation or respond to requests may delay services and does not qualify for a refund.

POLICY ACCEPTANCE

By signing below, Client acknowledges and agrees to the terms of this Cancellation & Refund Policy.

Client Signature:	_____
Printed Name:	_____
Date:	_____