KCLS CONCIERGE SERVICES

COMPASSION • PURPOSE • LEGACY

SUBJECT Welcome to KCLS | Scheduling & Invoice Payments

Hello, and welcome to KCLS Concierge Services!

Thank you for choosing KCLS! After consultation approval and enrollment, we will agree on your package and visit dates with you. KCLS schedules your appointments; you do not need to select dates online.

YOUR SCHEDULE AND SQUARE INVOICE

Contact KCLS at 281-881-4766 or Support@kclslegacycare.com. KCLS enters agreed dates and sends Square invoices by text or confirmed email; no booking link is needed. Invoice actual visits with 8.25% package sales tax and separately approved fees. Confirm fee tax treatment and disclose the full total before payment.

Appointments require KCLS approval and required electronic prepayment. Weekly: 48 hours before the first visit; monthly: five calendar days before the first visit.

Split payments require written approval and agreed due dates. Every visit must be fully paid before service. Your signed agreement controls. We look forward to assisting you!

Warmly,

KCLS Concierge Services

A Little Help. A Lot of Heart.

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