

Parkway Studios Podcast Services - Terms & Payment Policy

Payment Terms

- A non-refundable deposit of 50% is required to secure your podcast session date and time.
- The remaining balance is due no later than 48 hours prior to your scheduled session.
- Accepted payment methods include:
 - * Credit/Debit Card (processed securely via Clover)
 - * Zelle
 - * Cash App (subject to a 3.5% service fee)
- We do not accept checks or offer NET 7 terms for corporate billing.

Cancellation & Rescheduling Policy

- Cancellations made more than 72 hours in advance may be rescheduled one time only at no additional cost.
- Cancellations made within 72 hours of your scheduled session will result in forfeiture of your deposit.
- No-shows or cancellations within 24 hours of the session will be charged the full package amount.
- Rescheduling is subject to availability and must be confirmed via email.

Special Offers & Discounts

- First-time clients receive 10% off their first recording session (applies to 1-hour and 2-hour packages only).
- Referrals: Refer a new client and receive \$25 off your next booking.
- Bundle packages (4 or more sessions per month) are eligible for discounted monthly pricing - ask for custom quotes.

Additional Notes

- All clients will receive a digital intake form to finalize their booking.
- Terms and rates are subject to change with notice.
- Clients are encouraged to arrive 10 to 15 minutes early for setup and orientation.
- Files will be delivered within 3 to 5 business days unless otherwise arranged.

Contact Us

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For questions or to secure your booking, please contact us at:

Email: info@parkwaystudiosbk.com

Phone: 347-286-1401

Website: www.parkwaystudiosbk.com/podcast