

How to Reschedule An Appointment:

Rescheduling Policy

All sessions, sound baths, classes and appointments may be rescheduled for a later date ***right up until the time of your initial appointment. Once the appointment time begins, reservations cannot be rescheduled or refunded.***

Instructions for Rescheduling an Appointment:

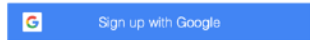
1. Click on the “Login In” icon in the upper right corner of our website:



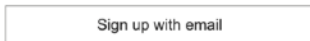
2. If you’ve already created an account with us, click “Log in” (a login button with then appear for you to use). Otherwise, please create an account by selecting “Sign up with email” and **be sure to use the same email that you booked your appointment with.**

SIGN UP

Already a member? Log In



or

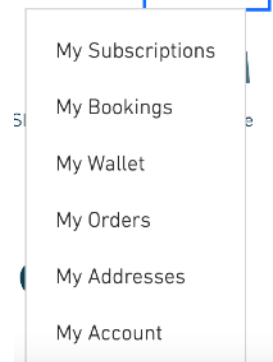


Please know that we do not sell or use your personal data except to communicate with you about Tranquility Center appointments & events.

3. Once logged in, you will see a down arrow next to the account icon, click on that to get the menu to appear.



4. Select “My Bookings”



5. Find the appointment you wish to change, then click on “Reschedule” next to it.

The screenshot displays a user interface for managing bookings. At the top, there is a navigation bar with links for 'My Subscriptions', 'My Bookings' (which is highlighted with a blue underline), 'My Wallet', 'My Orders', 'My Addresses', and 'My Account'. Below this, the main heading is 'MANAGE YOUR BOOKINGS', followed by the instruction 'View, reschedule or cancel your bookings and easily book again.' and the time zone 'Pacific Daylight Time (PDT)'. There are two tabs: 'Upcoming' (active) and 'History'. A table lists a booking for 'November 1, 2022, 9:00 am' for a '(90 min) EESystem Group Session'. A 'Reschedule' button is located to the right of the booking details and is circled in red.

Upcoming	History
November 1, 2022, 9:00 am	(90 min) EESystem Group Session

6. This will take you back to the booking page for you to select your new appointment date & time.