

Imperial Notary Services

Cancellation & Refund Policy

General Booking Policy

A deposit, travel fee, or full payment may be required to secure appointments depending on the service requested. By booking with Imperial Notary Services, you agree to the terms outlined below.

Mobile Notary Services

Cancellation Policy

- Appointments canceled at least 24 hours in advance may be rescheduled without penalty.
- Same-day cancellations may result in forfeiture of travel or convenience fees already paid.
- If the notary arrives and the signing cannot be completed due to missing identification, incomplete documents, signer refusal, lack of witnesses, or unsafe conditions, travel and time-based fees are non-refundable.

Refund Policy

- Completed notarial acts are non-refundable.
- Travel fees are non-refundable once travel has begun.
- Refunds will not be issued for delays caused by client errors or failure to meet notarization requirements.

Wedding Officiant Services

Booking & Deposits

- A non-refundable booking/travel deposit is required to reserve your wedding date.
- Wedding dates are not secured until the signed agreement and deposit are received.

Cancellation Policy

- Cancellations made more than 30 days before the ceremony may receive a partial refund excluding deposits and completed planning services.
- Cancellations within 30 days of the ceremony are non-refundable.
- Same-day cancellations and no-shows are non-refundable.

Refund Policy

- Deposits and travel fees are non-refundable.
- Ceremony scripts, vow writing, rehearsals, and completed planning services are non-refundable.
- If Imperial Notary Services must cancel due to emergency circumstances, clients may receive a refund excluding services already completed.

Apostille + Courier Services

Cancellation Policy

- Once documents have been submitted, shipped, processed, or courier services have begun, cancellations are not permitted.
- Clients are responsible for ensuring submitted documents are complete and accurate.

Refund Policy

- Apostille processing fees, courier fees, shipping costs, mileage fees, and government filing fees are non-refundable once processing begins.
- Imperial Notary Services is not responsible for delays caused by government agencies, shipping carriers, incomplete documents, or international processing delays.

Field Inspection Services

Cancellation Policy

- Field inspection appointments canceled with less than 24 hours notice may incur a cancellation fee.
- If the inspector arrives and property access is unavailable, the service fee may still apply.

Refund Policy

- Completed inspections and reports are non-refundable.
- Refunds will not be issued for denied property access, weather delays, or inaccurate information provided by the client.

Travel & Convenience Fees

Travel fees apply to services outside standard service areas and are non-refundable once travel has commenced.

Imperial Notary Services proudly serves Greenville, Columbia, SC, and surrounding areas with travel available up to 80 miles.

Payment Policy

We accept secure online payments and tap-to-pay options for your convenience. Payment may be required before services are rendered depending on the appointment type.

Agreement

By booking services with Imperial Notary Services, you acknowledge and agree to this Cancellation & Refund Policy.

Imperial Notary Services

Seal your Love, Sign Your Future.