

Weigh4Life Office Policies

1. To prevent bone loss and electrolyte imbalance it is pertinent that you continue taking all required supplements through all phases of the program. It is Ideal Protein's protocol and policy and noncompliance can cause severe adverse effects resulting in possible discontinuation of the program.
2. The pricing structure is as follows:
\$31.50 per 6 pack of UHT shakes or puddings \$31.85 per box wafers/ \$4.55 each
\$29.60 per box or \$4.50 per individual packet
3. Please email or leave a voice message 24 hours before each scheduled office appointment so that your order can be filled in advance. If you are unable to forward your order in advance, you will find blank order forms at the front desk. Please email your pre-order to hanover@weigh4life.net (for Hanover clients) and info@weigh4life.net (for Hampstead clients).
4. Because we want to provide adequate time and privacy to each of our clients, visits are flexible but by appointment. Please make every effort to attend your appointments and update us if changes occur so we can reschedule you. We don't want you to lose momentum! Even if you have had a deviation, come see us!!!!
5. Voicemails received when closed will be returned the next business day. If an urgent matter arises, please do not hesitate to email the clinic director for further direction @ Katie@weigh4life.net with the title URGENT!
6. To help you stay successful even in unexpected situations that may arise, we **strongly** recommend that all dieters purchase an extra 3-7 days of food to serve as an emergency supply. This will alleviate the panic that occurs if you are unable to make a scheduled appointment or if the winter weather strikes and the office is closed.
7. In the event of inclement weather and you have a scheduled appointment; your coach will call to alert you of closures. Please make sure your coach has an accurate contact number.
8. Bring your completed food journal with you to each office visit for review, this is **mandatory** and crucial to help us help you!
9. Please feel free to exchange any unwanted packets of food from your start up bag on your first visit only. Only non-expired and unopened products with the labeling can be exchanged (or full unopened and non-expired box). No refunds offered.
10. We understand life gets hectic and there may be times when you miss an appointment. Please call to reschedule your appointment promptly. If we don't hear from you after two missed appointments, your weekly appointment time may be given to another regular attending client.
11. Weigh4Life is unable to sell product to clients who are not monitored regularly by one of our coaches. A friend or family member may purchase items on the occasion where an appointment must be missed on a 1 x basis. Clients must then meet with their coach prior to their next purchase and continuation of the program (unless special arrangements have been made in advance).
12. We communicate frequently through email and Facebook. Please "like" us on Facebook to receive regular updates, tips and recipe meal ideas. Please let your coach know if you do not participate in either form of communication.
13. DON'T CHEAT!!! Cheating will not only set you back 3-7 days but could cause you to lose lean muscle and prevent you from resetting the pancreas and achieving long lasting results. Remember, this is more than just a diet. Our goal is to give your pancreas a rest☺ Come on, you can do it because you are worth it!
14. The use of alcohol is **STRICTLY** prohibited while on phases 1-3. A deviation from this will result in termination from the program.
15. Please keep your coach informed of all upcoming events. We can help you prepare or phase off so that you can enjoy your special events. But remember, every weekend is not a special event!
16. Our clinic nurse, Kate will be monitoring your progress with the help of your coach. Please update your coach of all updates to medications and planned visits to your doctor. If we know in advance a personal letter can be given to take to your doctor. We love working with doctors in the community and they love seeing your progress. Let us help you!

Weigh4Life Office Policies

Weigh4Life Hours & Contact Info

Hampstead

695 Hanover Pike, Suite D
Hampstead, MD 21074
info@weigh4life.net

P- 410-374-1010
F- 443-508-2665

Monday-Tuesday 4pm- 7pm
Wednesday- 10am-1pm

Closed Daily from 1-4 for lunch
Thursday: 10am-1pm/4pm-7pm

Hanover

455 Carlisle St.
Hanover, PA 17331
Hanover@weigh4life.net

P- 717-634-5612
F- 443-508-2665

Monday 10am-1pm/ 3pm-6pm
Wednesday 2pm- 7pm

Thursday: 10am-1pm/3pm-6pm

Seminars

Free information seminars are offered every other week in both locations. This gives you and your friends multiple options. By attending a free seminar, Weigh4Life will give a \$100 discount off the lifetime enrollment fee. Attending a session is mandatory per Ideal Protein. Please feel free to tell your friends about this free info session. It's wonderful when we see our current clients accompany their friends as support. You will inspire many people and we thank you for your business and are thankful that you trust us with your journey. Please enjoy a free box of food as a thank you for every friend that enrolls at Weigh4Life (Hanover or Hampstead).

Hampstead Seminars are every other Thursday from 6:00-7:00pm
Hanover Seminars are every other Wednesday from 6:00-7:00pm

Friends are given the options to enroll at that time or take their time to think about it. Please call clinic and register to make sure there is room!

There are **THREE** services offered by Weigh4life. You must subscribe to both to continue receiving the emails. You may unsubscribe at any time but we know you won't want to!

- Free IdealSmart App. You must download this app in your phone or register online. See info sheet in your start up folder for instructions. This app allows you to monitor your progress, weight loss, measurements and even journal. Recipes and daily videos are all controlled in this one location.
- Additionally, Weigh4Life writes a personal clinic newsletter monthly which contains information that is specific to our clinic. Updates special offers and discounts, product announcements, articles, dieter of the month and notes from the nurse. This will be coming from Weigh4Life and delivered by an email service called Emma. Subscription links are at the bottom of the letter if you need to make changes.
- FACEBOOK- we have an active Facebook page that offers even more information! It's ongoing and interactive. Please feel free to share encouragement with others, pictures and questions. Like us, today! www.facebook.com/weigh4life
- Please visit our website frequently to check our new blog posts and recipe ideas. Our website was designed for our current dieters as well as great information for your friends and family. Dieter forms and journals can also be printed! www.weigh4life.net