

Event Chair Massage Request Form

EDEN SPA ALTAMONTE

Please fill out this form completely and fax to (407) 303-3331 or email to FH.Alt.Eden.Spa@FLHosp.org.

Event Date: _____

Occasion: _____

Time (Please expect a 5-minute break for each hour): _____

Location: _____

Details on event location: _____

What is the setting? (Separate room, hallway, foyer, quiet, noisy, etc.) _____

Number of therapists requested: _____

How many minutes per massage? (15-minute maximum) _____

Number of people expected to receive massages: _____

Contact person and phone number: _____

Name of contact person for day of the event: _____

Cost Center number for Florida Hospital IDT: _____ Gratuity (optional): _____

Terms & Conditions

1. Charges for events are \$65 per therapist, per hour. If a therapist is needed to stay longer than requested time, an additional \$65 charge will apply per hour, or \$32.50 for every half hour.
2. After every massage, please allow about 2-3 minutes for sanitary cleaning and readjustment of massage chair before the next client.
3. After every hour, please give therapists a 5-minute break to prevent cramping and allow for a water break.
4. Please allow a 30-minute lunch break for events longer than 5 hours.
5. If event is not on the Florida Hospital Orlando campus, a \$15 travel fee per therapist will apply.
6. A recommended client-to-therapist ratio is 4:1 with a recommended 10-minute massage per client.
7. If the event is coordinated by prescheduled appointments, please ensure that guests know to show up on time for their appointment to prevent delays for others.

Signature: _____ Date: _____

Eden Spa Altamonte
601 East Altamonte Drive, Suite 1721 | Altamonte, Florida 32701
(407) 303 - 3348
EdenSpa.FloridaHospital.com
Located inside Florida Hospital Altamonte Gift Shop

Hours of Operation
Monday: 9:00 am - 5:00 pm
Tuesday - Thursday: 9:00 am - 7:00 pm
Friday: 9:00 am - 4:00 pm
Closed Weekends

