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CANCELLATION POLICY

Dear Valued Patient,

Cancellations and no shows drive up cost and overhead, which hurts your pocketbook. In order for us to keep our fees down, we are implementing a cancellation policy.

We ask that you give us notice of **at least two (2) business days (Monday through Thursday)** when needing to change or cancel your appointment. **We reserve the right to charge a \$30 per hour fee for short notice cancellations and no shows.**

For those of you who are loyal to their appointments, we thank you for your contribution to fee control.

By signing below, you understand that a \$30 per hour fee will be charged for a short notice cancellation or no show. Payment for the cancellation fee will be expected prior to rescheduling your next appointment.

Patient Name

Date

Signature

Witness

12/4/12

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