



## APPOINTMENT AGREEMENT

In order to accommodate requests for appointments from every new, existing and emergency patient and to ensure that we have providers in the practice to accommodate these requests, we ask you to give our practice a minimum of 48 hours' notice if you realize you will be unable to keep your scheduled appointment.

We will not charge for missed appointments. However, after two missed appointments you will be assessed a \$50 reservation fee when scheduling the next appointment. If you keep the appointment the reservation fee will be applied towards treatment. However, if you fail to keep the appointment the reservation fee will be forfeited.

Our commitment to excellence is delivered through our high clinical standards as well as our appointment management guidelines. Thank you for agreeing to support our appointment policy.

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Patient Name

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Patient Signature

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Date