



APPOINTMENT POLICY

A scheduled appointment is a commitment of time between you and our practice. We have reserved that time *just for you*. When appointments are missed or cancelled, that time is permanently lost.

We ask when you schedule an appointment that you make every effort to keep that commitment. We understand that personal emergencies sometimes occur, and we always take that into consideration when receiving a last minute cancellation.

We truly appreciate your courtesy of giving us a 48 business hours' notice if you have a conflict with your appointment and need to schedule a different day or time. We are committed to your oral health and keeping your scheduled appointments, allow us to be partners in your dental care.

It is our policy that with less than 48 business hours' notice on a change of commitment, a charge will be applied to your account. For treatment reservations that require a deposit, 10% of your copayment for the reservation may be forfeited in addition to the change of commitment fee for less than 48 business hours' notice. We sincerely appreciate your understanding and cooperation with this matter.

Patient Signature

Date