**Cancellation & No Show Policy**

We understand that situations arise in which you must cancel your appointment. It is, therefore, requested that if you need to cancel your appointment you provide at least 24 hours’ notice. This will enable another person who is waiting for an appointment to be scheduled in that appointment slot. When cancellations are made with less than 24 hours’ notice, we are unable to offer that slot to another person.

At this time, our No Show policy states that if you are a **NEW PATIENT** and do not show up for your appointment without calling, you will be charged a $50 fee. If you are a **RETURNING PATIENT**, you are allowed a one-time no show without a fee but will be charged $25 thereafter for any other no show appointments.

Thank you for understanding and abiding by our policy.

**Please sign that you have read, understand and agree to this cancellation and no show policy.**

[Patient Signature] [Date]