



Appointment Cancellation and No-Show Policy

Our policy is as follows:

In the event you need to reschedule your appointment we require that you give our office 24-hour notice. This allows other patients to be scheduled into that appointment. We understand that there are times when you must miss an appointment due to emergencies, however you must call our office to inform us of the circumstances.

If you miss an appointment without contacting our office within 24 hours of your scheduled time, it will be considered a missed appointment, and a fee will be charged to you. The fee for a missed chiropractic appointment is \$60, for an acupuncture appointment is \$80, and a missed massage appointment fee is \$99.

This fee cannot be billed to your insurance company and will be YOUR direct responsibility.

Additionally, if you arrive more than 15 minutes past your appointment time, that appointment must be rescheduled. This will also be considered a missed appointment, and the appropriate fee will be charged to you.

A valid credit card is required to be on file. In the event you fail to call within 24 hours or do not show up for your appointment, your card will be charged accordingly.

By signing below, I agree that I have been informed of the Appointment Cancellation & No-Show Policy above. Any questions that I may have about this statement have been answered and I fully understand and agree to comply with the policies as outlined above.

Signature of Patient/Guardian

Today's Date

Patient's Printed Name