

# Broken Appointment Policy

Reserved appointment time in our dental office is limited and valuable. It is extremely important that all patients honor their reserved dental appointments. Failure to do so may prevent other patients from receiving needed dental care in a timely fashion.

So that our dentists, staff, and patients will not be penalized by those who fail to keep scheduled appointments. Failure to keep a scheduled appointment without 24 hours advance notification will result in a \$50.00 cancellation fee. That charge, in accordance with the broken appointment policy for all of our patients, is to be paid within 30 days to prevent collection procedures. The patient/parent/legal guardian is responsible for the payment of the charge.

Please feel free to discuss this and other policies with our staff. Do not hesitate to ask if you have any questions.

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Signature

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Date