

We welcome you to our office and appreciate the opportunity to provide you with quality dental care. We value your time and will do every thing in our power to stay on schedule and get you in and out of your appointment on time.

In return, we ask that you take special thought in making your appointments. We understand that everyone has very busy schedules and occasionally something may come up that is unavoidable. **If you have to reschedule an appointment, we do ask for at least a full business day notice or a fee of \$65.00 will be applied to your account.** Our office hours are Monday through Thursday 8:00 a.m. to 5:00 p.m. and Friday 7:00 to 2:00.

If you fail to come to an appointment without a notice or less than a full business day notice two (2) times, we will not be able to reschedule your appointments. We will at that time ask you to seek treatment elsewhere. Thank you for your understanding in this matter.

Signature _____

Date _____