



Thomas Walter
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No Show, Missed Appointment Office Policy Form

When our office books your appointment, we are setting aside a dedicated time slot just for you. We only ask that if you must reschedule your appointment, that you please provide us with at least 24 hours notice. This courtesy makes it possible to give your reserved time slot to another patient who would be more than happy to accept.

There is a charge of 120.00 per session for not showing up for scheduled appointments

**Repeated cancellations or missed appointments will result in loss of future appointment privileges.*

Every person in this practice receives this unique reservation. When your appointment is made, a time is reserved. I make arrangements to be ready for your visit. Except for emergency treatment for another client, you can expect me to be prompt. I, of course, would appreciate the same courtesy from you.

Credit card appointment reservation form

Please take notice. The card that is provided below will be charged on the day of your scheduled appointment only if your appointment is not cancelled within the requested 24 hour notice policy.

Credit Card #

Card Type

Expiration Date

CC Security Code
(3 digits)

Amex Sec Code
(4 digits)

Patient Name

Patient Signature

Date

