## Cancellation Policy

If you are unable to attend an appointment, we request that you provide at least 24 hours advanced notice to the office. Without adequate notice of cancellation, we are unable to use the allotted time to see another client in your absence, which is unfair to both your therapist and to other clients hoping for treatment.

For cancellations made with less than 24 hour notice (unless due to illness or an emergency) or for a scheduled appointment that is completely missed, you will be charged a \$50 fee to be paid prior to attending any further scheduled appointments.

| We appreciate your help in keeping the office schedule running timely and efficiently. |
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| Client Signature (Client's Parent/Guardian if under 18)                                |
|  |
| Date   |