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Dear Patients,

June 13, 2008

Due to rising healthcare costs, the office will have to impose a missed appointment fee. We try to accommodate as many patients as we can, and missed appointments take up precious time that could be used for other patients waiting for an appointment.

If you cannot come to a scheduled appointment, we require that you call the office to cancel or reschedule 24 hours in advance. The \$50.00 missed appointment fee will be charged if a scheduled appointment is missed without 24 hours advanced notice.

I understand the policy as stated above, and am aware that I will be charged \$50.00 if I miss my appointment without calling to cancel/reschedule 24 hours in advance.

Date \_\_\_\_\_

Signature \_\_\_\_\_