

## Cancellation Policy and Financial Agreement

Please read the following information and sign below:

- Cancellation Policy: Please give at least **48-hrs** notice when cancelling or re-scheduling appointments.
- You will owe the full fee for the appointment type scheduled if you notify later than this.
- There is no charge for canceling due to emergencies.
- No-Show appointments: If you don't show up for an appointment, you will be charged the full fee for the appointment, so please notify the acupuncturist as soon as you can if you need to cancel.
- There is no charge for a no-show due to an emergency.
- In the event of a late arrival, the session may be shortened or canceled to accommodate other appointments. Regardless of actual duration of the treatment, the client will be financially responsible for the original appointment reservation.
- All payments are due at the time of service unless otherwise arranged with the acupuncturist

Patient Signature: \_\_\_\_\_

Practitioner Signature: \_\_\_\_\_