



## CANCELLATION POLICY

We understand that there are times that our patients need to cancel appointments. In the event you should need to cancel, please contact the clinic at least 2 hours prior to your scheduled appointment, and our friendly front desk staff can assist you with rescheduling. If there is a no call, no show, then you will be billed a \$25.00 service fee that is not billable to your insurance. After three no calls, no shows, the patient will be placed on hold and the time slot will be given away. The patient will then remain on hold until all fees are collected.

Thank You,

Tender Touch Therapy

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I have read and understand the following cancellation policy.  
Please sign, date and return to Tender Touch Therapy Office Staff.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_