Cancellation –"No Show" Agreement

Dr. Michael J. Thomas

Overview

When you schedule an appointment at Dr. Thomas's Office, we block out time specifically for you. We reserve staff, exam rooms, equipment, and an appropriate amount of time so that we can provide you with the best service possible. The amount of resource we reserve depends on the type of appointment you make.

We realize that sometimes circumstances require you to cancel or reschedule an appointment. We ask that you provide us with at least 48 hours notice when you cancel or reschedule and appointment.

Our Promise to you

If you call us at least 48 hours prior to your appointment, then we will not charge you a cancellation fee.

Your Promise to us

I promise to call Dr. Thomas's Office if I cannot keep my appointment. If I notify Dr. Thomas's Office more the 48 hours ahead of time, I will not be charged for my cancellation. If I call Dr. Thomas's Office less then 48 hours, I authorize Dr. Thomas's Office to charge my credit card on file. I understand that the charge will be $100.

_____

Name –printed

_____

Signature **Date**

Please note: 48 hours does not include weekend hours.

Effective July 10, 2008