**Cancellations/No-Shows**

A cancellation is considered late when the appointment is cancelled less than 24 business hours before the appointed time. A no-show is when a client misses an appointment without cancelling. If you must cancel your appointment, we respectfully request 24 business hours notice. Missed appointments, or appointments cancelled without this notice, will incur a fee of $25. Thank you for your understanding in this matter.

**I have read and discussed the above information with my therapist.**

 **\_\_\_\_\_\_\_\_\_\_\_\_**

*Signature of Client Signature of Therapist*

*Date*