



## FINANCIAL POLICY

MAPLEBROOK COMMUNITY ACUPUNCTURE MAKES EVERY ATTEMPT TO MAKE ALTERNATIVE HEALTH CARE, AS ACUPUNCTURE AND CHINESE MEDICINE, AVAILABLE TO AS MANY PEOPLE AS POSSIBLE, AT THE MOST AFFORDABLE RATES.

### IN RESPECT FOR OUR INTENTION TO OFFER HIGH QUALITY SERVICES AT AFFORDABLE PRICES

- PAYMENT IS DUE AT TIME OF SERVICE
- THERE IS A \$35 CHARGE FOR ANY RETURNED CHECKS
- WE ASK FOR 24 HOURS NOTICE IN ADVANCE OF AN APPOINTMENT IF IT IS NECESSARY TO CANCEL OR RESCHEDULE AN APPOINTMENT.

ALL APPOINTMENTS THAT ARE RESCHEDULED OR CANCELLED WITH LESS THAN 24 HOUR ADVANCE NOTICE, AND APPOINTMENTS MISSED WITHOUT NOTICE, WILL BE CHARGED THE REGULAR FEE FOR THAT APPOINTMENT. IF APPOINTMENTS HAVE BEEN PURCHASED IN A PACKAGE, THE MISSED, CANCELLED OR RESCHEDULED APPOINTMENT WILL BE DEDUCTED FROM THE NUMBER OF REMAINING APPOINTMENTS IN THAT PACKAGE.

THANK YOU FOR YOUR UNDERSTANDING,

MAPLEBROOK COMMUNITY ACUPUNCTURE

SIGNATURE \_\_\_\_\_ DATE \_\_\_/\_\_\_/\_\_\_

PRINTED NAME \_\_\_\_\_