



Cancellations & Rescheduling

Your appointments are very important to all members of our team. Time allocated for an aesthetic appointment is reserved especially for you. We do understand that sometimes schedule adjustments are necessary; therefore, we respectfully request at least 48-hours notice for adjustments to your appointments and for cancellations. All our policies are designed to benefit our patients and provide excellent care and service for our established and future patients.

Aesthetic Non-VIP Members

48-hours notice is required to **cancel** or reschedule treatments. This allows us enough time to fill appointments.

Late cancellations: 48 hours or less will be charged 50% of treatment(s) scheduled.

No-show: No-shows will be charged the full treatment charge.

Late to appointment: Patients 15 minutes late must reschedule their appointment. A late fee will be applied at the discretion of your provider.

Aesthetic VIP Members

48-hours notice is required to **cancel** or reschedule treatments. This allows us enough time to fill appointments.

Late cancellations: 48 hours or less will be charged 50% of treatment(s) scheduled or VIP membership fee.

No-show: No-shows will be charged the full treatment price or VIP membership fee.

Late to appointment: Patients 15 minutes late must reschedule their appointment. A late fee will be applied at the discretion of your provider.



CoolSculpting/Injectable Patients

48-hours notice is required during normal business hours. (I.e. if your appointment is following a holiday or weekend you must call by the last working day of the week prior).

In the event that you do not show up to your appointment or call within 48 hours to cancel you will be considered a "no show" and a fee of \$50 will be charged to you.

If you call to reschedule your appointment within 48 hours or less there will be a \$50 rescheduling fee. We greatly appreciate your understanding and cooperation with this policy.

We require a credit card to be kept on file to schedule any appointment. The \$50 cancelation fee will be charged to the credit card on file if you do not cancel/reschedule your appointment before the 48-hour period. In the case of a self-pay balance it is your responsibility to pay the account balances to zero prior to receiving further services by our practice. If your account becomes delinquent, your treatments will be delayed until your account is brought up to date.

I have read, understand and accept the above policies.

Printed Name: _____

Signature: _____

Date: _____