

# *Amazing Smiles*

*Henry A. Long, Jr. D.D.S.*

*5454 Cypress Street*

*West Monroe, LA 71291*

## **Missed Appointment Policy**

A \$25.00 missed appointment fee will be assessed on ALL cancellations less than 24 hours prior to the appointment. This is to insure the best quality dental care to all of our patients. If your appointment is scheduled for a Monday, please be sure to do all possible to cancel by Thursday or call and leave word of your need for cancellation on our voicemail if our office is closed. Exceptions to this policy will be made for extreme emergencies only. Thank you for your cooperation.

I have reviewed and understand this policy.

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(Name)

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(Date)