**Cancellation and Prepayment Policy**

At Dr. Nick Brown Dental Care, we put our faith in you to keep your appointment. When we set up an appointment, a specific amount of time is reserved especially for you. We invest time and resources into each appointment, and we ask that our patients be just as invested in their dental care as we are.

For you, a missed dental appointment causes a delay in treatment that was recommended to help improve your dental health. For our office, a missed dental appointment not only prevents us from scheduling another patient that could benefit from treatment, but also causes the office to lose money that was spent on materials and resources.

In order for us to continue giving all of you the time and care that you deserve, we are implementing some new policies in the office. We hope that you understand that these new policies are necessary for our small business to keep providing you with the high-quality dental care that you have become accustomed to over the years. **Please take a moment to review these policies.**

* **Cancellation Policy:**
* All patients will receive ONE late cancellation or no show “freebie”. After that, if a patient fails to give us at LEAST 24-hour notice, there will be a $50 fee applied to the account and must be paid in full before the patient’s next appointment.
* **Prepayment for Specific Dental Procedures**
* **Type A** procedures will require a $100 down payment to reserve your spot with your provider. These procedures include Implant Placement, Root Canals, and Crowns.
* **Type B** procedures will require a $50 down payment to reserve your spot with your provider. These procedures include Extractions, Scaling and Root Planing, and 3+ fillings.
* If adequate notice of cancellation is given, that down payment will act as a credit on your account for when you reschedule, OR you can be reimbursed. **If you fail to show up for your appointment, you will lose your down payment.**

As a courtesy, we will send you a text confirmation 1 week prior to your appointment, followed by a reminder 2 days and 2 hours before your appointment.

**I have read and acknowledged your Cancellation and Prepayment Policy.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/ \_\_\_\_\_\_\_\_\_