

# Cancellation Policy

Dr. Tracey Mulhall requires 24 **business** hours' notice before cancelling a scheduled appointment. Your appointment is reserved specifically for you. If notice is not given, you will be charged a cancellation fee of \$100.00 for every hour that is scheduled.

## Late Policy

Our appointments are very time sensitive and it is important for you to arrive on time. If you arrive late and we are unable to accommodate you, you will be charged a cancellation fee and be asked to reschedule. If we are still able to accommodate your appointment, there will be a \$35 late fee applied. **Please call if you are running late** and we can assess if you can still be seen.

Signing this agreement confirms your consent to these terms.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Please note office hours are Monday – Thursday from 7:30am – 3:00pm.**

**\*\* If you have to cancel an appointment for Monday, we require notification on Thursday.**