



CANCELLATION / NO SHOW POLICY

To our patient,

West Michigan Oral Surgery prides itself in providing the best care to our patients. Our office holds valuable time and resources aside for our patient's appointments. As a mutual understanding, we request our patients be respectful of our time and the commitment we have made.

In order to care for, and be available to our West Michigan patients, we have implemented a cancellation/no show policy as listed below.

A \$100 fee will be charged to you if any of the following occur:

1. You do not provide 48 business hours' notice if you are unable to keep your appointment
2. You fail to show up for your appointment
3. You fail to follow your pre-operative surgical instructions

In order to reschedule your surgery, the following will apply:

1. Friday appointments will not be available
2. The cost of your procedure plus the \$100 fee must be paid prior to rescheduling the appointment

Cancellations MUST be made during normal business hours, Monday – Friday 8 AM – 5 PM.

Signature of patient/guardian

Date