



## **CANCELLATION AND LATENESS POLICY**

**We all know that events can unexpectedly come up and schedules may change, but please understand that in fairness to our practitioners, staff and other patients we have an established Cancellation and Lateness Policy.**

### **LATE ARRIVALS**

**We will try to accommodate late patients up to 15 minutes after their scheduled treatment time, but you may be asked to wait or your treatment cut short in order to treat on-time patients.**

**Patients more than 15 minutes late will be considered cancelled and fall under the below late cancellation policy.**

### **CANCELLATIONS**

**If you cancel more than 24 hours before the time of your appointment, there is no charge. If you cancel less than 24 hours before your scheduled appointment or do not show up, you will be charged the full amount for that appointment. \***

**By signing below, I acknowledge that I understand and will abide by the Eastern School of Acupuncture and Traditional Medicine's Cancellation and Lateness Policy.**

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**Signature**

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**Date**

\*This policy is subject to change



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