

# JOYCE LOPEZ & ASSOCIATES, LLC

*"In your moments of challenge, you will need a vision of how...to go above and beyond."*

## NOTICE

**Please be informed that our policy for CANCELLATIONS OR RESCHEDULES of appointments MUST BE MADE WITH A MINIMUM OF 24 HOURS NOTICE AHEAD, otherwise, there will be a charge of \$50.00 per missed appointment and for last minute cancellations.**

Also, please be advised that after two (2) consecutive missed appointments without notification, we presume that things are going well and your allowed slot shall be given to another patient. However, you are always welcomed to resume scheduled sessions.

By signing below, I agree to adhere to these policies.

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

Print name: \_\_\_\_\_

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

Please Circle If:            SELF            PATIENT            PARENT            LEGAL GUARDIAN