



HIGH TECH • SOFT TOUCH • CLASSIC SERVICE

53620 Van Dyke Ave., Ste. 2
Shelby Township, MI 48316
(586) 677-2828 www.SmileInMichigan.com

APPOINTMENT POLICY

We respect your time as being valuable as ours. We do not “double-book” or “overbook” our schedules so each patient receives our undivided attention. Although emergencies and unexpected situations arise, we do everything possible to be on time for your reserved appointment.

We expect the same respect for our time and that of your fellow patients. Most people don’t think about it, but if you do cancel an appointment on short notice or miss a reserved appointment, another patient is denied that time.

We ask that you review your commitments carefully before reserving time with us. We consider all appointments confirmed at the time they are made. Appointments missed, forgotten, or cancelled **without 2 working days’ notice will be subject to a \$50 per hour reserved broken reservation fee.** After 3 disappointments, we reserve the right to ask you to seek another office which better fits your scheduling needs. Restrictions will be made to patients with late cancellations or missed appointments reserved for **Saturday.**

PATIENT SIGNATURE

DATE

PATIENT NAME