

CANCELLATION POLICY

If you fail to cancel a scheduled appointment, we cannot use this time for another client and you will be billed for the entire cost of your missed appointment.

A full fee of is charged for missed appointments or no show cancellations with less than a 24 hour notice unless due to illness or an emergency. A bill will be mailed directly to all clients who do not show up for or cancel an appointment.

I do not participate in court cases including appearances, testimony, or submission of records unless court ordered by a judge. Due to the nature of court hearings and that being involved in such will require clearing my schedule for the entire day, my rate for court appearances is \$1200/day, payable no less than 7 days in advance of the court date. This fee is non-refundable, as I would be unable to reschedule my day in case of continuance or settlement. Other activities related to participation, including preparation of record, reviewing notes, client collaboration, etc. are billable at prorated 30-minute increments of \$200/hr, rounded up.

Thank you for your consideration regarding this important matter.

Client Signature (Client's Parent/Guardian if under 18)

Today's Date