

# Dr. Ronald L. Proctor

3740 N. Josey Ln., #121

Carrollton, TX 75007

972-492-2866

## OUR CANCELLATION POLICY

We consider an appointment is confirmed the day it is made.

We ask for at least **24 hours** advance notice for canceling or rescheduling an appointment; otherwise, a \$50 fee for each hour reserved may be assessed to your account.

**Note: All cancellation fees must be paid prior to scheduling another appointment.**

The dental treatment that is planned for you is specific to you. It is important for you to keep the scheduled dates and times to properly complete your treatment in the desired length of time. A broken appointment is a loss to three people — the patient who missed the valuable time, the patient who could have taken the valuable time; and the doctor who was fully staffed and prepared for the appointment.

I hereby agree to show up for my scheduled appointments on time and to give a 24 hour advance notice if I need to cancel or reschedule an appointment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date