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### Appointment Policy

There will be a **10 minute grace period** after your appointment time. If there is any reason why you are running late for your scheduled appointment, we ask that you call the office to notify the front desk staff that you are running late for your scheduled appt time. If you are more than 10 minutes late we will have to ask you to reschedule your appointment to see the doctor or the hygienist.

Pampered Smiles is proud to be part of a team whose primary mission is to deliver the finest and most comprehensive dental care. Our office schedules each patient to see the doctor in a timely manner.

Effective April 01, 2007, there will be a **\$50.00 fee** charged to your account for **each broken appointment without 48 hour notice**. However, we understand emergencies do occur. When a patient CANCELS or NO SHOWS we cannot possibly refill your time slot without sufficient notice.

We ask and thank you for your cooperation with understanding our office's **BROKEN APPOINTMENT POLICY** so that all patients can be seen in a timely matter.

I have read and understand the above office policy.

Patient Name \_\_\_\_\_ Date \_\_\_\_\_

Patient Signature \_\_\_\_\_

**Pampered Smiles**  
**3730 Carmia Dr Ste 170**  
**Atlanta, GA 30331**