



715 Fairgrove Church Rd.  
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Conover, NC 28613  
828-367-0679

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### Cancellations, Missed Appointments and Rescheduling Appointments Policy

No charge will be assessed if the client cancels or reschedules two office (working) days before the day of the appointment. For example, if the appointment is on Thursday, in order for a charge to not be assessed for an appointment, our office must be notified of the change no later than Tuesday during office hours. No exceptions.

Clients making cancellations, missing appointments or rescheduling on the same day as the appointment will be assessed a charge for the time scheduled for that day, because we will be unable to utilize that time to schedule in another client upon such short notice. No exceptions.

This is being done to ensure that our appointment times are being best utilized. Many clients are needing to wait 1-2 weeks to come in. If we are given enough advance notice, then we are able to schedule our clients efficiently.

This will also ensure better use of our hypnotists' time. Hypnotists better serve our clients when appointment times are being kept.

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

We thank you for your understanding and we look forward to serving you.

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