

Dr Brian Hale, D.D.S.
1100 NW LOOP 410 STE 511
San Antonio, TX 78213

Financial policy

When an appointment is scheduled in our office, we reserve the necessary amount of time for that person. We do not double and triple book people into the same time period. This allows us to stay on schedule and on time for you.

If you need to change an appointment, please give us at least 24-48 hours notice. We reserve the right to charge a broken appointment fee of \$50 for each appointment cancelled. We know you will understand if the need arises to implement this policy.

When an appointment exceeds \$500 we reserve the right to collect 20% (not to be lower than \$50) of the amount due. In case of a missed or cancelled (short notice) appointment we also reserve the right to charge \$50 per hour.

We thank you for your confidence in choosing us to care for your dental wants and needs, and we appreciate your consideration in this matter.

Thank you,

Dr Brian Hale and staff

ACKNOWLEDGEMENT OF RECEIPT OF SCHEDULING POLICY

Signature (Patient/Responsible Party)

Date