

**Bina Jangda Acupuncture and Integrative Medicine
Missed Appointment Policy**

In the event when you find it impossible to keep an appointment, please give us a call 24 hours in advance. New patients, please call us 48 hours in advance. A fee of \$75 will be added to your account and charged to your credit/debit card if you miss or cancel your appointment with less than the required amount of notice. If an emergency prevents you from keeping your appointment, special arrangements can be made.

Bina Jangda Acupuncture and Integrative Medicine maintains a timed appointment schedule and asks that you be here and ready for your appointment on time. If you know that you will be late, please call. We will make every effort to see you at a later time.

Thank you for your support and understanding. It is our pleasure to provide you with the very best of treatment and service.

Authorization to Charge Credit/Debit Card

To be in compliance with the current privacy law, your credit card information will be protected.

I, _____, give permission to Bina Jangda Acupuncture and Integrative Medicine to charge my credit/debit card for any late cancellation and/or missed appointment fees incurred on my account. I understand that I am responsible for all charges.

Name of Card Holder: _____

Signature: _____

Date _____

Please Circle One: Visa Mastercard

Card Number: _____

Exp Date: _____

Security Code: _____