

# Cancellation Policy

At My Diabetes Dietitian, Inc. we do our best to accommodate our client's appointment requests. A last minute cancellation or no-show is time another client could have used. If you must cancel or reschedule, please do so **prior to 24 hrs** of your appointment time to avoid a \$25 cancellation fee at **704-846-7105**. Please **do not email**.

The staff at MDD will make all attempts to give clients a complimentary confirmation call 48 hrs (+/-) preceding the appointment, though it is the client's responsibility to remember their appointment time.

Thank you for respecting this business policy

*Your signature below indicated you understand and will abide by this policy*

Name: \_\_\_\_\_

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

## *Please Read Carefully.*

Due to the personalized nature of our services, the time invested by your RD (both in and out of the office) developing your plan and the uncertainty of insurance payments, MDD requires a valid credit card to be placed in your personal paper file (never online). Your card will not be charged without you first being notified of the amount and the reason for the charge such as, Non-Compliance with the Cancellation Policy and Non-Payment of Insurance or Secondary Policies. If you have any questions please feel free to contact the office at 704-846-7105.

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ CVV Code: \_\_\_\_\_

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