



Cancellation, Missed Appointment, and Deposit Policies

*Please realize that with all appointments, we have reserved time on our schedule especially for you. When an appointment is cancelled with late notice, or missed entirely, this time cannot be used for anyone else. Therefore, **we require 24-hour notice** be given for cancellation of all appointments. If an appointment is canceled with less than 24-hour notice, or if an appointment is missed altogether, a fee will be assessed for this cancelled/missed appointment. No emails please ~ **Call 703-549-2626 and leave a message**. Additionally, a deposit may be required to reserve a future appointment.*

Cancellation for Injectables, Facial Threading, Sculptra

A \$50 to \$100 deposit is required to reserve an appointment, which will be applied in full to the treatment; provided the appointment is kept. If the appointment is cancelled with more than 24-hour notice, the deposit will be credited to your account for a future appointment or refunded if you chose. If the appointment is cancelled with less than 24-hour notice, or if the appointment time is missed, the entire deposit will be retained as a cancellation/missed appointment fee.

Cancellation for SculpSure, ThermiVa, and PhotoFacial

Due to the significant amount of time reserved for particular treatments, a deposit of \$100 is required at the time of scheduling to reserve an appointment for SculpSure, Thermiva and PhotoFacials/Skin treatments. This deposit will be applied in full to the treatment, provided the appointment is kept. If the appointment is cancelled with more than 24 hours' notice, the deposit will be credited to your account for a future appointment or refunded if you chose. If the appointment is cancelled with less than 24 hours' notice, or if the appointment time is missed, the \$100 deposit will be retained as a missed appointment fee.

Cancellation for Smartlipo Surgery minimum \$1,000 deposit

Certain higher-cost procedures that require preparation on the part of the physician and his staff will require a non-refundable deposit of \$1,000 to reserve a surgery date. The deposit covers consultation fees and is required to hold a surgery date; this amount is deducted from your total fees. If the appointment is cancelled two weeks prior to your surgery date, the deposit will be credited to your account for a future appointment. If you received a pre-operative appointment two weeks prior to surgery and wish to cancel surgery, you will pay a \$250 fee. However, if you cancel within two weeks of your surgery you will lose your deposit. Finally, If you fail to show up for your surgery, you will lose all deposits paid for your surgery.

Signature _____

Date _____