



Full Circle Counseling, LLC

63 Beaver Brook Road – Suite 206

Lincoln Park, NJ 07035

973-694-1950 (Main)

973-694-1952 (Fax)

CANCELLATION POLICY

We will make every attempt to accommodate you if you cannot make your scheduled appointment, however, if you fail to cancel a scheduled appointment within **24 hours**, we cannot use this time for another client and you will be billed for the entire cost of your missed appointment.

A full fee is charged for missed appointments or no show cancellations with less than a 24 hour notice unless due to illness or an emergency. A bill will be mailed directly to all clients who do not show up for or cancel an appointment.

Thank you for your consideration regarding this important matter.

Client Signature (Client's Parent/Guardian if under 18)

Today's Date