

## Cancellation Policy

If you must cancel your appointment, please do so **24 hours prior** to your scheduled appointment time. Please understand that we cannot use this time for another client. **A fee of \$25** will be charged directly to your account if you fail to cancel your appointment without prior notice or you are a no show, unless due to illness or an emergency.

The fee is due immediately and you will be billed directly. Thank you in advance for your understanding and cooperation with this policy.

Nneka J. Owens LPC NCC

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Client signature (parent/guardian if under 18)

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date