



Riverbrook Counseling  
2330 Scenic Hwy Suite #114  
Snellville GA, 30078  
770.559.9908

### Cancellation Policy

When you set an appointment with a therapist, that time is reserved just for you. If you are unable to attend your appointment, we require clients to provide 24 hour advanced notice. The notice offers the therapist time to give the appointment to another client in need. The cost for a missed appointment is the charge of a full session. Insurance will not reimburse this cost to your therapist and therefore you are fully responsible for this charge.

I understand the cancellation policy and agree to give 24 hours advanced notice for any cancellations. I further give authorization to bill my credit card the full charge of my session for any appointments that I miss or fail to cancel according to this policy.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Credit Card (Circle One)

VISA      MasterCard      Discover

\_\_\_\_\_  
Card Number

\_\_\_\_\_  
Exp. Date

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Verification Number  
(3 digit code on back of card)





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[www.riverbrookcounseling.com](http://www.riverbrookcounseling.com)