

Kennington and Associates
21638 State Highway 249, Building D, Houston, Texas, 77070

Cancellation policy

There is a “day before” notice required, when cancelling a therapy appointment. That is, it is required that a text or email (not a voicemail) is sent to Vicki at least 24 hours before your appointment. Her phone number is 281-210-7052 and her email victoriagregory.kennington@gmail.com. If cancellation is not made within the 24 hour period, a \$100 fee will automatically be collected at the beginning of your next session.

The reason for the policy is to allow enough time to schedule patients who wish to take a cancelled appointment slot.

It is understandable that every so often, there are last-minute emergencies that prevent a person from giving more prompt notice of their intention to cancel an appointment. For this reason, there is one “free” (no charge will be made) late cancellation per calendar year.

In advance, thank you for being considerate of this policy.

I have been given a copy of this notice. I understand, wholeheartedly agree, and commit to abide by the cancellation policy.

Name

Date

*as of 2/29/20