

Dr. Diane Slawinowski DDS  
6480 Main St. Suite 6  
Williamsville, N.Y. 14221  
(716) 633-6354

## Office Policies

1. Payment is due at time of service. As a courtesy, the office will submit a claim to your insurance company, and you will be reimbursed directly by them. For extensive procedures, such as crowns, bridges, and dentures the balance can be split into half at the initial appointment and half upon insert.

2. The office reserves time for your appointment. As a courtesy, the office will text you to remind you of your upcoming appointment. Not receiving or responding to a reminder is not a valid reason to miss an appointment. Please arrive to your appointments on time. If you are 15 minutes or more late, your appointment may need to be rescheduled.

3. Due to the reservation of time specifically for your appointment, there will be a charge of \$50.00 for any missed and/or cancelled appointment with less than 24 hours' notice.

4. If your account becomes past due, over 45 days, you will be liable for collection/attorney fees of 33% and you may also be liable for court fees. Interest is charged at 1.5% per month after 30 days.

We look forward to treating you and your dental needs.

By signing below I agree to all policies stated above. I also agree that policies may be changed.

Patient signature \_\_\_\_\_ Date \_\_\_\_\_