

Kate Kendrick, MA psychotherapist
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Cancellation Policy

Effective 7-8-19

I require 24 hours notice of cancellation of a scheduled appointment. Notification must be made by email or voice mail or text to my cell phone only (720-352-6584). You will be charged the full price for the session if these criteria are not met.

Illness and family emergencies are exceptions and the 24 hour notice requirement is waived in these circumstances. However, I reserve the right to charge you for the session in the event of illness or emergency if I am not notified within an hour of the session. Notification of illness or family emergency must be by e-mail, text or voice mail on my cell phone only.

Please print, sign and date this document and bring it to your next session.

I appreciate your respecting of this policy.

Thank you,

Kate Kendrick, MA

Client Signature

Date