



## No Show & Late Cancellation Policy

Crossroads Counseling requires a credit card on file for all counseling clients. You may continue to pay via cash or check if preferred for regular sessions; the credit card on file will not be charged unless you choose to pay for sessions this way.

If you need to **cancel or reschedule** an appointment, we request that you do so at least **24 hours** in advance. Please always call or text your individual counselor to cancel or reschedule an appointment. Clients who **no-show** for appointments or who **cancel** sessions less than **24 hours** in advance will be charged a **fee** of \$70. The credit card on file will be charged.

I have read and understand the above No Show & Late Cancellation Policy.

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Signature

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Date

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Printed Name