

*Plastic Surgery For Your Smile*

*Carrie Berkovich, DDS, MS*

*Diplomate of the American Board of Periodontology*

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**IMPORTANT OFFICE POLICIES**

**Accepted Payments:** ATM/debit cards, VISA, MasterCard, American Express and cash. We offer 5% discount on cash payments. **We do not accept personal checks.** Your payment in full is due on the day of the procedure.

**Treatment Fees:** Treatment fees are non-negotiable. Because the quality of surgical results varies greatly among specialists, we do not match treatment fees of others.

**Financing Options:** We offer 6-month interest-free third-party financing.

**Cancellation & Re-scheduling:** If you wish to cancel or re-schedule your surgery please call our office at your earliest convenience. **Late cancellation fee equal to 10% of your procedure fee may apply** if we are unable to fill your previous appointment time with another patient.

**Refusal of Treatment:** We reserve the right to refuse treatment to anyone.

**Insurance Claims:** We will process the insurance claims on your behalf.

Our office is a fully approved and accredited user of the *Visa and MasterCard Health Care Program* which will enable you to use your Visa and MasterCard to securely complete your payments.

**I have read and understood the office policies. I authorize Dr. Berkovich to submit claims to my insurance carrier on my behalf.**

\_\_\_\_\_  
Patient's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Patient's Signature