** The Center for Cosmetic Surgery Cancellation Policy**

**(effective March 1, 2024)**

**Payment/Down Payment**

A credit card is required to book any appointment at The Center for Cosmetic Surgery. Your credit card is used to reserve your appointment and will be stored within your secure file for the cancellation policy purposes identified below.

At the time of scheduling your non-surgical procedure, we require a down payment of fifty (50)% (*procedure dependent; determined by Dr. Hopping)* or payment in full. At the time of scheduling your surgical procedure, we require a downpayment of $3000.00 to $6000.00; (*surgery cost dependent determined by Dr. Hopping)* or payment in full. The total remaining balance for your non-surgical procedure is due at the time of your appointment. The total remaining balance for your surgical procedure is due at your pre-operative appointment. The Center for Cosmetic Surgery accepts credit cards, personal or bank checks or cash.

**Cancellation Policy**

If you have scheduled an appointment for consultation services and you fail to show up for your appointment on time without notifying The Center for Cosmetic Surgery at least 48 hours in advance of your need to cancel or reschedule your appointment, the card you used to reserve your appointment will be used to pay a non-refundable fee of $250.00.

If you have scheduled an appointment for non-surgical services and you fail to show up for your appointment on time without notifying The Center for Cosmetic Surgery at least 48 hours in advance of your need to cancel or reschedule your appointment, the card you used to reserve your appointment will be used to pay a non-refundable fee of $250.00 or a fee equal to 50% of the treatment cost.

If you have scheduled an appointment for surgical services and you fail to show up for your appointment on time without notifying The Center for Cosmetic Surgery at least four (4) weeks in advance of your need to cancel or reschedule your surgery the fee is your nonrefundable surgical deposit ($3000.00 to $6000.00; *surgery cost dependent*). Should you reschedule this Surgery within 3 months, the amount rendered will be applied to the future date, with full payment expected to reschedule your surgery.

If your credit card or check is declined for any reason, we reserve the right to charge an additional declined card or declined check fee.

The Center for Cosmetic Surgery sends appointment-generated texts 2 and 5 days before all procedures and performs follow-up telephone calls to patients 48 hours before the scheduled appointment if no response has been indicated from the text messages (phone number provided by patients).

By signing below, you consent to this Policy and indicate your understanding that you are responsible for payment of all services provided to you by The Center for Cosmetic Surgery on the day of treatment. By signing below, you are authorizing The Center for Cosmetic Surgery to automatically charge your card for any of the stated purposes herein. If the card you place on file changes, expires or is denied for any reason, you agree to immediately provide The Center for Cosmetic Surgery with a different valid card that will henceforth be subject to the terms of this Agreement. If you agree to these terms, please indicate so by signing and dating this agreement below.

**Signature of Patient/Credit Card Holder (or Legal Guardian):**

**Date:**