

**Boulevard Dental Associates, PA
Dr. Edmund M. Caruso
2275 J F Kennedy Boulevard
Jersey City, N.J. 07304
Voice-201-434-3819**

**WE NEED YOUR HELP
AND
UNDERSTANDING**

Last-minute cancellations and no-show appointments are becoming a concern to our dentist and staff members who have set specific time aside to perform your necessary dental treatment.

We would like to point out that it is customary and required that we receive notice of a change in plans **at least 48 hours** in advance. In case of a personal emergency please call our office **as soon as possible**. The answering service will notify us of your call if you leave your message late at night. This gives your dental office the opportunity to schedule another patient who needs to be treated. We are sure you understand policies must be set and adhered to and ask you to remember this; your broken appointment hurts three---you, another patient, and our office.

We will greatly appreciate your help in solving this problem. **Thank you!**

**PLEASE NOTE: OUR ESTABLISHED POLICY REQUIRES THE
PAYMENT OF \$25.00 FOR EVERY 15 MINUTES OF
APPOINTMENT TIME.**

**PLEASE AVOID THIS ADDITIONAL EXPENSE
BY GIVING 48 HOURS NOTICE.**

Please sign here: x _____

Your Name

Date