



## WHITE OAK Counseling and Recovery

4695 N M37 Hwy, Suite A, Middleville, MI 49333

phone: 269-205-2402 ♦ fax: 269-205-2728

e-mail: [info@wocounseling-recovery.com](mailto:info@wocounseling-recovery.com) ♦ website: [wocounseling-recovery.com](http://wocounseling-recovery.com)

**Please CHECK IN  
and make your PAYMENT  
BEFORE services  
are rendered**

---

### **Our Cancellation Policy**

If for some reason you need to cancel or reschedule your appointment, please be considerate of your therapist and other clients and give at least 48 hours' notice.

**Given the demand for appointment times, if less than 24 hours' notice is given to cancel or reschedule your appointment, or if you fail to show up for your scheduled appointment, you will be charged \$50 for the missed appointment.**

**Insurance does not pay for missed appointment fees.**

**These charges are your responsibility.**

Payment will be due in full **before** your next appointment and future appointments will be put on hold until the charges are paid in full.

