

OFFICE POLICY OF R. D. WHITTINGTON, D.M.D., INC.

Dear Patient,

Welcome to our practice! You are joining several thousand people who are doing something positive to restore their oral health. We offer the finest dental services available with "state of the art" dental delivery systems. We know that working together, we can provide you with the therapy you would like.

Please read the information provided so that you can better understand our office. If you have any questions, please ask one of our highly trained staff, they will be more than happy to answer questions or concerns that you may have.

FEES: After a thorough exam and a plan of treatment have been agreed upon, a close estimate of cost can be quoted.

PAYMENTS: We have four methods of paying for services rendered. Please check the method that you prefer.

- _____ 1. Cash or check - at time of services rendered.
- _____ 2. Credit Card - (VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER or NOVUS) at time services are rendered.
- _____ 3. Dencharge - A Dental credit card to be used at time services are rendered.
- _____ 4. Time Payment Plan - I will not be able to pay my account at the time services are rendered and request to sign your 90 Day Dentistry Services Payment Agreement.
- _____ 5. Send Me A Statement - Sorry, we no longer offer this as an option. However, if for some reason you do have a balance, you will receive a statement.

Number 3 and 4 are subject to a credit approval.

DEPOSITS: If you are planning "major" dentistry (crowns, bridges, dentures, etc.) we will need a deposit of one-half of your estimated total on the first visit and the balance is due at the delivery of your "major" dental work.

BALANCE DUE: If at any time for any reason, a balance due goes into the 90 day column all treatment and all appointments will be stopped.

I have read the "Office Policy," agree to its terms and provisions, and agree (except as otherwise provided in any applicable 90 Day Dentistry Services Payment Agreement) to pay interest at an annual rate of 18 percent or the highest rate allowed by law, whichever is lower, on any balance that remains due after 30 days from the date services are rendered.

Signature

Date