## Patient Information

Please take a moment to enter or update your information to help us ensure the quality of your care is excellent.


Whom may we thank for referring you to our practice?

| $\square$ Dental Office | $\square$ Yellow Pages | $\square$ Internet |
| :--- | :--- | :--- |
| $\square$ Newspaper | $\square$ School | $\square$ Work |
| $\square$ Other (name below): |  |  |

Name of person, office, or other source referring you to our practice:


## Spouse or Responsible Party Information

The following is for: $\square$ the patient's spouse $\square$ the person responsible for payment $\square$ neither-not applicable


## Employment Information

The following is for: $\square$ the patient $\square$ the person responsible for payment Employer Name: $\square$

Phone: $\qquad$

Address:


## Primary Insurance Information

## Primary Dental Insurance:



## Secondary Insurance Information

## Secondary Dental Insurance:



## TERMS AND CONDITIONS

This office depends upon reimbursement from the patient for the costs incurred in their case. The financial responsibility of each patient must be determined before treatment.

As a condition of treatment by this office, I understand financial arrangements must be made in advance. All emergency dental services, or any dental service performed without prior financial arrangements, must be paid for at the time the services are performed. I understand that dental services furnished to me are charged directly to me and that I personally responsible for payment. If I carry insurance, I understand that this office will help prepare my insurance forms to assist in making collections from insurance companies and will credit such collections to my account. However, this dental office cannot render services on the assumption that charges will be paid by an insurance company.

Assignment of Insurance: I hereby authorize releases of any information needed and also authorize my insurance company to pay directly to this office benefits accruing to me under my policy. I understand that the fee estimate listed for this dental care can only be extended for a period of 90 days from the date of the patient's examination. I also understand that in order to collect my debt, my credit history may be checked through the use of my Social Security Number or any other information I have given to you. I agree that in the event that either this office or I institute any legal proceeding with respect to amounts owed by me for services rendered, the prevailing party in such proceedings shall be entitled to recover all costs incurred including reasonable attorney's fees. I grant my permission to you, or your assignee, to telephone me at home or at my work to discuss matters related to this form. I have read the above conditions and agree to their content.


## COLLECTION FEE AGREEMENT

I, the undersigned, hereby agree that in the event of default in the payment of any amount due, and if this account is placed with a collection agency, for collection or subsequent legal action, to pay an additional collection fee of $30 \%$ of the account balance due, as well as any attorney fees and court costs incurred and permitted by laws governing these transactions.


Signed


Date

