



Dear Patient,

We are delighted to welcome you to our practice and are pleased that you chose us to serve your dental needs. We are serious about providing superior dental care at reasonable prices, and proud of our dedication to our patients. Our goal is to help you feel and look your very best through excellent dental care.

To facilitate being seen quickly at the time of your appointment, please complete the new patient information forms before your arrival and **please be 15 minutes early** for your appointment. Please bring the completed forms and your dental insurance card with you at the time of your appointment or you may mail them back to us prior to your appointment. We will gladly file your insurance for you, **we do ask that your co-payment and/or deductible be paid at time of services and any remaining balance be paid within 45 days of assigned claims.**

When being seen for dental visits, please refrain from wearing any scented lotions, perfume, or cologne for the comfort of those around you with allergies.

If you are unable to keep your appointment you have scheduled with us, please allow at least a **48 hour business days notice (Monday – Thursday) for all appointment changes**. We will be glad to reschedule the appointment at a more convenient time if necessary. In the meantime, we look forward to meeting you and serving your dental health needs.

Thanks again for choosing our dental practice!

Sincerely,

Dr. Brad Pitts and Staff