

E-MAIL or TEXT APPOINTMENT REMINDERS

Teresa I. Utley

I am offering free-of-charge e-mail or text appointment reminders. If you would like to receive e-mail or text appointment reminders, please read and sign below.

I understand that Teresa Utley uses a secure e-mail server to send and receive e-mails from clients. I understand that I am solely responsible for the security for e-mails that I send/receive and that Teresa Utley is not responsible for a breach of privacy, confidentiality, or security for e-mails that I send/receive.

I understand that if Teresa Utley fails to remind me of an appointment, I am still responsible for the late cancellation or no show fee agreed to during intake.

The e-mail system or texting is solely used for appointment reminders and information upon my request.

The e-mail address at which I wish to receive reminders is:

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Or

The phone number I wish to receive text reminders is:

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Signature

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Date

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Print Name