

Client Name: _____

I, _____, give Eddie Windham, LCSW, permission to
(client or responsible party)

contact me in order to remind me of scheduled appointments by:

[] Text me at the following cell phone number _____

[] Email me at the following email address _____

[] I do not wish to be reminded and am aware that there is a \$50 charge for missed appointments. There is no charge for an appointment cancelled with at least 24 hours notice.

When texting or emailing reminders, Eddie Windham, LCSW will use first name along with the day and time of the appointment. By my signature, I give Eddie Windham, LCSW permission to send me reminders by the indicated method using this format.

(client or responsible party)

____/____/____
(date)