

## **BISHOPDALE MEDICAL**

We ask that you observe our

### **TERMS OF TRADE**

- We expect that your payment is made on the day of Consultation or Service
- Payment methods by Cash, Eftpos, Credit or Cheque will be accepted. Please note, We do not accept American Express
- You will always be offered a receipt for your payment
- If you are unable to settle your account on the day, a \$5 administration fee will be added. This fee will be removed, if the account has been paid within 7 working days of Consult/Service
- We request that you settle your account within the 7 working days of your Consult/Service
- If you do not attend your appointment or fail to cancel a minimum of 2 hours before the appointment, you may be charged for the full Consultation fee

Our statements are generated on the first of the month and will be posted or emailed to the account holder.

If you feel you may have difficulties in paying your account, please speak with our Practice Administrator, who will try to advise you of ways to manage your outstanding account.

Overdue accounts will be referred to Aorangi Debt Collection Agency.

We reserve the right to ask for Eftpos or Cash payment prior to Consultation or Service for accounts that are outstanding by more than 60 days.

Thank you, on behalf of

Dr. Mona Goyal

and

Dr. Christopher Leathart

Patient Signature: \_\_\_\_\_