

**WELCOME TO OUR OFFICE!**  
Please complete the following *confidential* information:

Date \_\_\_\_\_

Patient's Name \_\_\_\_\_ Birthdate \_\_\_\_\_ M \_\_\_\_\_ F \_\_\_\_\_  
Last First Middle

If patient is a minor, name of parent or legal guardian \_\_\_\_\_ Relationship \_\_\_\_\_

Residence Address \_\_\_\_\_ Res. Phone \_\_\_\_\_  
Street

City State ZIP Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Social Security No. \_\_\_\_\_ Driver License No. \_\_\_\_\_ State \_\_\_\_\_

Patient is: \_\_\_ minor \_\_\_ single \_\_\_ married \_\_\_ separated \_\_\_ divorced \_\_\_ widowed

Your or your parent's employer \_\_\_\_\_ Occupation \_\_\_\_\_ Date Employed \_\_\_\_\_

Business Address \_\_\_\_\_ Bus. Phone \_\_\_\_\_  
Street City ZIP

If student, name of school \_\_\_\_\_ Grade \_\_\_\_\_ FT \_\_\_\_\_ PT \_\_\_\_\_

Spouse's Name \_\_\_\_\_ Employed by \_\_\_\_\_ Bus. Phone \_\_\_\_\_

Nearest relative not living with you \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Person to contact in case of emergency \_\_\_\_\_ Phone \_\_\_\_\_

Is another family member or relative a patient at our office? (name) \_\_\_\_\_  
\_\_\_\_\_

Whom may we thank for referring you to us? \_\_\_\_\_

**FINANCIAL INFORMATION**

Person responsible for this account \_\_\_\_\_

Address (if different from above) \_\_\_\_\_ Phone \_\_\_\_\_

Primary Insurance Co. \_\_\_\_\_ Name of Group Dental Plan \_\_\_\_\_

Insured person's name \_\_\_\_\_ SS# \_\_\_\_\_ DOB \_\_\_\_\_

Employee No. \_\_\_\_\_ Group No. \_\_\_\_\_ Plan No. \_\_\_\_\_ Union \_\_\_\_\_

Secondary Insurance Co. \_\_\_\_\_ Name of Group Dental Plan \_\_\_\_\_

Insured person's name \_\_\_\_\_ SS# \_\_\_\_\_ DOB \_\_\_\_\_

Employee No. \_\_\_\_\_ Group No. \_\_\_\_\_ Plan No. \_\_\_\_\_ Union \_\_\_\_\_

I agree to be responsible for payment of all services rendered on my behalf or my dependents. I understand that payment is due at the time of service unless other arrangements have been made. In the event payments are not received by agreed upon dates, I understand that a 1.5% late charge (18% APR) may be added to my account. I understand that a \$10 charge will be applied for returned checks. Init. \_\_\_\_\_

I authorize: 1) use of this signature on all my insurance submission, 2) release of information to all my insurance carriers, 3) my doctor to act as my agent in helping me obtain payment from my insurance carriers, 4) payment directly to my doctor, and 5) a copy of this authorization to be used in place of the original.

Signature \_\_\_\_\_ Date \_\_\_\_\_