

**William Ballantyne, Psy.D.**  
**Licensed Psychologist VT & NH**

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Office Location: "The Mill" -Maxham Meadow Way  
Woodstock VT 05091  
Mailing Address: 2 Runnemede Lane Windsor VT 05089  
Telephone: (802) 296-1211

### CANCELLATION POLICY

If you cancel an appointment within 24 hours of that meeting, there will be no charge.

If you cancel on the day of an appointment, or do not show up for a scheduled appointment, we will discuss whether or not it was a true emergency. If we determine it was not, I will bill you for that appointment time, since I will be unable to schedule another client. Please note that insurance companies will not pay for a missed appointment time.