

SAMPLE LETTER TO PATIENTS – FLEXIBLE PAYMENT OPTIONS

[DATE]

Dear Valued Patient:

I want to update you about an important change in our dental practice. We want to make it more affordable for you to have the high quality dental care that you and your family deserve.

As a result, we are now offering more flexible payment arrangements to meet your needs. These include options to pay for your treatment in monthly payments without interest, by automatic charge to your credit card. If you have unmet treatment needs, please call our office to discuss ways we can make this treatment affordable for you.

I thank you for being a patient and look forward to continuing to serve you for many years to come. If you have friends, family, or colleagues who need a dental home, please do not hesitate to refer them to our office. Your continued referrals are our highest compliment! I look forward to seeing you again soon.

Sincerely yours,

[DOCTOR]