



## New Client Letter

Dear New Client,

Welcome to The Athlete's Edge. My name is Anthony Gilbert, and I am one of only four instructors of Active Release Techniques (ART) on the San Francisco Peninsula. I have been a soft tissue therapist since 1984 and using the ART technique since 1997. I look forward to helping you feel your best.

### Office Hours

My office hours are 6am–2pm Monday through Thursday by appointment only. Phone messages are returned daily.

### Payment

Payment is by personal check or cash. There is a \$25 service charge for returned checks.

### General Session Information & Cancellation Policy

All session times are approximate and include treatment, payment and rescheduling. Please be aware that late cancellations (less than 24-hours notice) or "no shows" will be charged at the full rate of the scheduled session. Exception will be made for emergencies, such as disabling illness, death in the family, etc.

Arriving late for your scheduled appointment will shorten the time of your treatment, with full charges being applied.

Any client 17 years old or younger must be accompanied by a parent or adult guardian.

### Your First Session

Please arrive 5 minutes early to fill out new client forms. If you are downloading them from the website, please bring the signed New Client Letter and Client Assessment form with you.

Rates are \$300 for the first session. The first session is about 60 minutes, and includes evaluation, treatment, and information on stretching/strengthening, as well as suggestions on what to avoid for resolving issues that you may have going on. (No half-hour sessions are available for the first session.)

Depending on your needs, follow-up appointments are:

60 minutes	\$250
45 minutes	\$190
30 minutes	\$130
15 minutes	\$70

**Appropriate Attire**

Male:

Upper — tank top or remove shirt during treatment Lower  
— loose-fitting running or gym shorts

Female:

Upper — tank top, sleeveless blouse, halter, jogging bra  
Lower — loose fitting running or gym shorts

**Insurance**

I am a credentialed ART provider, but not a chiropractor. My certification is in massage therapy. I do not do any insurance billing. I can give you an invoice with the treatment code for Myofascial Release, but it will not have a diagnosis code. You can check with the claims adjuster from your insurance company to see about reimbursement.

I have read and accept The Athlete's Edge policy above.

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Signature

Date