

Dear New Client,

Welcome to CornerstoneVision Counseling! It is our goal in this office to serve you in the best possible way. To do this we try to keep costs at a minimum and your visits here as stress free as possible.

According to our telephone conversation, you are coming for premarital counseling. Typically, insurance will not cover these services. For this reason, we offer a reduced rate of \$70 per premarital session. If this service is covered by your insurance policy, the law mandates that we charge our regular rates which are dependent on the procedure code. It is our office policy that you come prepared to pay your bill each time you see your therapist. We accept cash, checks, Mastercard, Visa, and Discover.

Enclosed you will find intake forms that need to be completed prior to your appointment time. Some of the forms require that your signature be witnessed. Please be sure this is done before you come in. All forms should be completed in black ink please.

Please plan to arrive at your first appointment at least 10 minutes early to allow the office time to get the paperwork together so you can start your appointment on time. Thank you for helping us reach our goal to serve you better. If you have any questions or need any assistance completing these forms, please do not hesitate to contact us.

Sincerely,

Melissa Hildebrand  
Office Manager

**Please fill out all forms in black ink**

**Enclosure List:**

Client Intake  
Psychosocial & Medical History Intake