

## Signature on File Form

**In order for us to accept your insurance as payment, please complete both of the following:**

**AUTHORIZATION TO RELEASE INFORMATION:** I hereby authorize any **Provider, Insurer or other Organization** to release any information regarding the dental history, treatment or benefits payable for this claim of the Plan Administrator or its authorized agent for the purpose of determining benefits payable.

X \_\_\_\_\_ Date \_\_\_\_\_  
Signed (patient, parent or legal guardian if minor)

**AUTHORIZATION TO PAY BENEFITS TO NAMED DENTIST:** I hereby authorize payment directly to Alaska Center for Dentistry for services rendered.

X \_\_\_\_\_ Date \_\_\_\_\_  
Signed (patient, parent or legal guardian if minor)

**In order to facilitate a speedy check out, Alaska Center for Dentistry will maintain this “signature on file” for you.**

**CONTINUOUS AUTHORIZATION TO CHARGE MY CREDIT CARD ON FILE**

I authorize Alaska Center for Dentistry to keep my signature on file and to charge my credit card account listed below for treatment performed in this office on any given date of service. I understand that this authorization will remain in effect unless I cancel this authorization in writing. I also understand that this form is kept in the strictness of confidentiality.

**AUTHORIZATION FOR UNPAID CLAIMS TO CHARGE CREDIT CARD ON FILE**

I authorize Alaska Center for Dentistry to charge my credit card account listed below for the balance of charges not paid by insurance within 45 days that does not exceed the charges of the claim in question. I understand that this authorization will remain in effect unless I cancel this authorization in writing. I also understand that this form is kept in the strictness of confidentiality.

**CREDIT CARD** (Circle one) Visa MasterCard Discover American Express

Bank Name: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Exp. Date \_\_\_\_\_ V Code \_\_\_\_\_

Printed Name: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

**Unless prior financial arrangements have been made, your cc on file will not be charged without verbal authorization first.**