

**Ted Leslie, DDS Martinsburg Dental Center
2014 Professional Court, Martinsburg, WV 25401
304-267-4401**

Regarding your Insurance

For your convenience, please be advised that our office will submit your claim for dental services to your insurance company. However, if after thirty (30) days we have still not received payment from your insurance company, our office will inform you as such. At which point, you will need to contact your insurance company regarding payment. If after sixty (60) days insurance payment has still not been received by our office, you will be responsible for the balance. As a professional courtesy, we will submit claims to any secondary insurance company for you only after the account has been paid in full.

I, _____, have read and understand the above. I also understand that my insurance contract is between me and my insurance company and not between Dr. Leslie and my insurance company.

Signature