



FAMILY SERVICE TORONTO

Client # _____

FEE CONTRACT FOR FST SERVICES

Family Service Toronto (FST) is a non-profit organization providing counselling and group programs for which a fee is charged on a sliding scale. The sliding fee scale is made possible by grants received from the United Way of Toronto, various levels of government and donations. FST is committed to charging fair and equitable fees based on before tax income and family size.

Payment is made at reception **before** the service or may be paid directly to your Service Provider if reception is not available.

I understand the following:

- *Fees for counselling sessions missed or cancelled with less than 24 hours' notice will be charged, unless there are exceptional circumstances*
- If my financial situation changes I will review my fee with my Service Provider
- Interviews longer than one hour are charged in quarter hour increments
- If you are behind in payment for two sessions, we cannot book another appointment until the outstanding amount is paid or a payment plan is agreed to.

I have discussed my fee payment with the FST staff member named below.

My fee is \$ _____ per hour or \$ _____ per group /seminar.

Client Signature

Client Name

Date (d/m/y)

FST Staff Member Signature

FST Staff Name

(form revised: June 17, 2015)