

Dear Participant:

We need your assistance with our appointment schedule. Although it is possible that missing a doctor's appointment is just an oversight or perhaps there was a more urgent reason. If given enough time, we can accommodate other participants in need. The following statement is our Financial and Cancellation Policy, which we require you to read and sign prior to any treatment.

Insurance is billed as a courtesy to our participants; however, the participant is the final responsible party. This policy reduces your out-of-pocket expenses and allows you to place your family under care. We do not accept assignment for secondary insurance carriers, but will be happy to provide you with a claim for your secondary carrier. If your insurance has not paid in 60 days, you (the participant) will be notified, and will need to take an active part in recovery of your claim. If your insurance carrier has not paid in 90 days, you (the participant) will be responsible for payment in full for any outstanding balance and you authorize us to use your credit card to collect full payment.

As a courtesy, we text to remind our participants of their appointments the day before your appointment. We are asking that you give us 24 hours notice before your scheduled appointments to cancel or reschedule. As a courtesy to our participants, there is no charge for the first missed appointment. But after that, a service charge will apply. Please refer below:

- 1st No show or late cancel/reschedule- No Charge
- Cancel/Reschedule at least 24hours before appointment- No Charge
- Late Cancel/Reschedule/15mins late- \$50 or treatment in membership/package

You must text our office at 407.370.4444 or email info@acupuncturefit.com to reschedule your appointment.

Thank you for your cooperation.

FULL PAYMENT, CO-PAYMENT, PERCENTAGES, AND/OR DEDUCTABLE ARE DUE AT THE TIME SERVICES ARE RENDERED, OR BY AN AUTHORIZED MEMBERSHIP PLAN/PACKAGE. ALL SALES ARE FINAL. NO REFUNDS. WE ACCEPT CASH, CHECKS, APPROVED GIFT CARDS, VOUCHERS, AND MOST MAJOR CREDIT CARDS.

As of today's date, I acknowledge that I have read the above and understand this policy.

Print Name	Date
Signature	

HEALTH COACHING PARTICIPANT DEMOGRAPHICS



Social Security # Marital Status:		First Name:	MI
City: State: Zip Code: Email: Cell Phone: Cell Phone: Employment Information Employment Status: Professional Title: Employer Name: Employer Phone: Employer Address: Zip Code: Emergency Address: Zip Code: Emergency Contact Last Name: First Name: Relationship: If information is different from above please complete the following: Emergency Address: Zip Code: Zip Code: Cell Phone: Next of Kin Last Name: First Name: Cell Phone: How did you hear about us? By signing below I authorize release of all information and records, including diagnostic reports, consulting and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if and imaging concerning my healthcare and treatment.	Social Security #		
Employment Information Employment Status:	Address:		
Employment Information Employer Name:	City:	State:	Zip Code:
Employer Name:	Email:	Cell P	hone:
Employer Name:	Employment Information		
Employer Address: City: State: Zip Code: Emergency Contact Last Name: If information is different from above please complete the following: Emergency Address: City: State: Zip Code: Cell Phone: Next of Kin Last Name: First Name: Cell Phone: How did you hear about us? By signing below I authorize release of all information and records, including diagnostic reports, consulting and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if and	Employment Status:	Professional Title	:
Emergency Contact ast Name: First Name: Relationship:	Employer Name:	Employer Phone	<u>:</u>
Emergency Contact ast Name: First Name: Relationship: If information is different from above please complete the following: Emergency Address: City: State: Zip Code: Cell Phone: Next of Kinast Name: First Name: Cell Phone: How did you hear about us? By signing below I authorize release of all information and records, including diagnostic reports, consulting and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if and imaging concerning my healthcare and treatment.	Employer Address:		
Last Name: First Name: Relationship: If information is different from above please complete the following: Emergency Address: City: State: Zip Code: Cell Phone: Next of Kin Last Name: First Name: Cell Phone: How did you hear about us? By signing below I authorize release of all information and records, including diagnostic reports, consulting and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if an	City:	State:	Zip Code:
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How did you hear about us? By signing below I authorize release of all information and records, including diagnostic reports, consulting and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if an	Next of Kin		
By signing below I authorize release of all information and records, including diagnostic reports, consulting and imaging concerning my healthcare and treatment. It is my responsibility to notify Acupuncture Fit if an	_ast Name:	First Name:	Cell Phone:
Print Participant Name Relationship Todays			
ate (or Participant Representative Name with Relationship to Participant)	Print Participant Na	me Relatior	nship Todays

Participant Signature (or Participant Representative Signature)

HEALTH COACHING PARTICIPANT DEMOGRAPHICS



Last Name:		First Name:	DOB:	G	ender:□ ^{Male} □Female
Select all that apply:	☐Pregnant ☐Pacemaker ☐HIV Disease ☐Hepatitis ☐Blood Transfusion	Curre	ently Under Care of:	☐MD ☐Chiropractor ☐Therapist ☐Massage Thera ☐Acupuncture Ph	pist
Chief Complaints	in order of impo	rtance:			
(Main health conce	rns, how/when di	d they begin)			
1					
2		3			
4		_			
History of Present	Illness (Please	check all that apply with	hin last 3 months		
General: ☐ Weight Cha	nges	ills	Trouble Staying Asleep		
dizziness migraine Headaches: front side top back head injury facial pain facial paralysis	L Eyes:	R L Ears: ma	Nose Bleed ☐F Nose: ☐ loss of smell ☐ good sense of smel ☐ allergies ☐ nasal discharge Color: ☐ white ☐ clear ☐ green ☐ yellow Amount: ☐ mod ☐ heavy ☐ thick ☐ thin	Mouth: ☐ grind teeth	roat/Voice Issues Throat: dry throat hoarseness sore throat loss of voice difficulty swallowing 'lump in throat' tonsilitis # Of Bowel Movements: per day week month
Other:					
Respiratory: Coug		Breath □Coughing up Blood	☐Blood in Mucus		
□pneumonia □bronchitis □asthma □coughing blood □wheezing □freq. colds	Cough: ☐ dry ☐ croup ☐ rapid ☐ chroni Phlegm: ☐thin ☐ thick ☐clear ☐ white ☐yellow☐ green	☐ tightness in chest☐ sinus infection☐ sinus congestion☐ post nasal drip☐ heaviness/fullness	in chest	Difficulty Breathin ☐ sitting ☐ lying d difficulty inhaling difficulty exhaling freq. sighing other chest discomf	own
Other:					
Cardiovascular: ☐Chest Pain ☐Palpitations ☐Swelling of legs or feet					
high blood pressure low blood pressure fainting cold hands/feet	☐ irregular h ☐ insomnia ☐ dream dist ☐ coma		☐ loss of consciousne ☐ heart pounding ☐ stifling sensation in		

History of Present Illness Continued (Please check all that apply within last 3 months) Abdominal: □Nausea □Vomiting □Constipation □Diarrhea □Abdominal Pain □Blood in Stool ☐ hemorrhoids □ cramping belching Stools: Abdomen: ☐tenderness gas after meals hiccup hernia loose □bloody/black ☐ flatulation stomach pain heart burn/reflux mucous fullness difficult gall stones ☐ bulimia ☐ "nervous stomach" □overeat □dry/hard painful □burning Rectal: Appetite: ☐ tastelessness pain bleeding □increased □poor ☐ fatigue after eating cravings □no desire to eat Other: Musculoskeletal: swelling ☐ tingling Spasms ☐ tenderness burning ☐ arthritis ☐ twitching □unsteadiness weakness □clicking tension ☐ tremors/shaking **Inumbness** ☐stiffness Soreness Theaviness (rate pain on scale of 1-10, 10=worst) Area: R L R L R L R L upper back ☐ ☐ pelvic ☐ ☐ leg ☐ ☐ face ☐ ☐ foot groin mid back ☐ ☐ jaw П 0 0 0 0 whole body lower back ☐ ☐ chest neck 0 П 0 0 0 other bone shoulder sciatica epigastric 0 0 0 0 finger arm ☐ rib cage other muscle 0 0 abdominal 0 sacrum knee ☐ ☐ other joint 0 Pain is present: Carry Heavy objects: Pain is Aggravated by: Pain is Alleviated by: □ sitting daily sitting Often ☐ standing □standing not often movement ☐ movement Is/does pain: pressure quarterly pressure □fixed moves around warmth annually warmth □radiates □sharp □dull □weather ☐weather Other: Skin: ☐Skin changes ☐Rashes ☐Masses Dsoriasis odd skin texture ☐moist skin Hair: □eczema ☐ itching pimples/acne ☐ thinning ■ balding hives ☐ fungus/yeast □bruises □ loss of body hair □ change in hair ☐ drv skin herpes dandruff discharge Other: **Genito-urinary:** sexually active □discharge Urine: □unable to hold urine impotency history of: □burning □painful unable to urinate Sex drive ☐ kidney stones □scanty □dribbling ☐urgency to urinate ☐increased ☐diminished ☐ bladder infections Color: ☐wakes up to urinate more than once genital itching prostate problems How many times? N/A ☐ cloudy □ pale genital sores/pain □STD ☐ dark yellow ☐pink/red Other: Men's Health: painful erections infertility discharge from penis swellings/lumps and pain in testicles Cold feeling in genitals difficult achieving/maintaining erection difficult ejaculation injury to reproductive organs Other:

History of Present Illness Continued (Please check all that apply within last 3 months) **Neurological:** Loss of any sensation Loss of Bowel or Bladder function Tremor shaking □tics Coma concussion □paralysis □trauma at birth □ seizures Delivered: □ vaginally ☐C-section Other: **Psychological:** Suicidal Ideation ☐ History of Mental Illness ☐Homicidal Ideation Please also indicate if you have been diagnosed with any of the following: depression moody sadness easy to anger extrovert □irritability ☐fear/fright anxiety frustration ☐ introvert easily stressed confusion/foggy □phobia □hyper □joyful restlessness ☐ melancholy ☐ grieving ☐ poor memory ☐ panic freg. sighing emotional unable to focus over-worried feeling stuck □giddy hopelessness ☐ lack of clarity □ over-thinking ☐ attempted suicide Other: Infertility: How long have you been trying to get pregnant? Have you tried any method of assisted reproduction? Any long term exposure to chemicals? Do you keep BBT (Basal Body Temperature)?_____ Do you test yourself for ovulation?__ Has your partner been evaluated for infertility? Other:___ **Gynecology:** endometriosis Date of last PAP: _____ Period Blood Flow: Period Blood Color: ☐thick ☐thin pale red light red vaginal burning/itching Age at Menopause: □red dark red Vaginal Discharge: pain during intercourse ☐ red/purple ☐ purple □odor □no odor uterine prolapsed Last Menstrual Period: watery thick curdy itchy ☐ dark purple☐ brown ☐ vaginal pain fibroids Length of period:____ Clots: ☐ large ☐small Discharge color: ☐ keeps track of cycle Days of Heavy Flow: Menstrual Pain/Cramps: □clear □white ☐ late cycle (less than 35 days)☐ early cycle (less than 21 days) ☐ before ☐during ☐yellow ☐bloody Select the number of: after irregular cycle Amount: scanty mod genital eruptions heavy very heavy hormone replacement Pregnancies: 0 □ body change before period Live Births: 0 mood change before period Miscarriages: 0 decreased libido absent menstruation spotting between periods Birth Control Pills: Abortions: n Type: Premature Births: 0 How long: Other: **Breast:** Breast Discharge: clear white yellow green black history of breast disease ☐ breast tenderness □black □blood □watery □thin □ thick ☐ breast fullness/swelling ☐ breast lumps/masses ☐ history of breast cancer ☐ breast pain Other: Energy Level: Cold Hot Sensations Intolerance to: Do you make time for meditation and prayer? high hands □cold □ hot □wind □ yes □no □moderate feet ☐fan ☐ A/C Do you follow special diet? □low back Work Odd Hours: П □yes □no Thirst Desires: solar plexus ☐Yes ☐No If yes, what type?_____ hot abdomen Are you taking: Cold whole body Aspirin ☐room temp ☐Blood Thinners

Your Past Medical History/Illness: ☐rheumatic fever addiction cancer gall stones ☐ liver disease ☐AIDS/HIV candida (yeast) glaucoma ☐ low blood pressure seizues alcoholism allergies anemia arthritis asthma chemical dependency gout mental illness □STD chronic fatigue syndrome migraine headaches stroke chronic lung disease mononucleosis suicide attempt heart disease colitis ☐ hepatitis multiple sclerosis ☐ thyroid disease cough (whooping) organ transplant hernia ☐ tuberculosis osteoporosis auto immune disease diabetes ☐ herniated disc □ulcers ☐ bi polar disorder ☐ high blood pressure eating disorder ☐ Parkinson's □vaccine reaction ☐ high cholesterol ☐ bleeding disease epilepsy pnemonia ☐fracture kidney disease prostate issues bronchitis Other: **Surgical/Traumatic History:** (Please include car accidents, falls, complications, etc and dates) 2.______ 6.____ 3.______ 7.____ _____ 8.____ **Family History:** ☐ abuse allergies ☐chemical dependency ☐ high blood pressure ☐ stroke mental illness diseases ☐ asthma □diabetes ☐ AIDS □ seizure ☐heart disease ☐ cancer alcoholism Habits/Excessive Usage: (please indicate how much/often) artificial sweetener: chocolate: **Smoking:** ☐ smoker ☐ former smoker ☐ never smoked Smoking Comments: Allergies: Drugs/Medication: Chemicals: Food:___ Seasonal/Environmental: **Current Medications, Occupational/Environmental Exposures:** Medications: Chemical:_____ Electrical:_____ Acid/Alkaline:______ Physical Labor:_____ _____ Psychological:___ Heavy Metals: Height:_____ Weight:_____ Blood Pressure:_____ Temperature:

INFORMED CONSENT TO ACUPUNCTURE CARE

I hereby request and consent to the performance of acupuncture treatments and other procedures within the scope of the practice of acupuncture on me (or on the participant named below, for whom I am legally responsible) by the acupuncturist named below and/or other licensed acupuncturists who now or in the future treat me while employed by, working or associated with or serving as back-up for the acupuncturist named below, including those working at the clinic or office listed below or any other office or clinic, whether signatories to this form or not.

I understand that methods of treatment may include, but are not limited to, acupuncture, moxibustion, cupping, electrical stimulation, Tiu-Na (Chinese massage), Chinese herbal medicine, and nutritional counseling. I understand that the herbs may need to be prepared and the teas consumed according to the instructions provided orally and in writing. The herbs may be an unpleasant smell or taste. I will immediately notify a member of the clinical staff of any unanticipated or unpleasant effects associated with the consumption of the herbs.

I have been informed that acupuncture is a generally safe method of treatment, but that it may have some side effects, including bruising, numbness or tingling near the needling sites that may last a few days, and dizziness or fainting. Bruising is a common side *effect* of cupping. Unusual risks of acupuncture include spontaneous miscarriage, nerve damage and organ puncture, including lung puncture (pneumothorax). Infection is another possible risk, although the clinic uses sterile disposable needles and maintains a clean and safe environment. Burns and/or scarring are a potential risk of moxibustion and cupping.

I understand that while this document describes the major risks of treatment, other side *effects* and risks may occur. The herbs and nutritional supplements (which are from plant, animal and mineral sources) that have been recommended are traditionally considered safe in the practice of Chinese Medicine, although some may be toxic in large doses. I understand that some herbs may be inappropriate during pregnancy. Some possible side effects of taking herbs are nausea, gas, stomachache, vomiting, headache, diarrhea, rashes, hives, and tingling of the tongue. I will notify a clinical staff member who is caring for me if I am or become pregnant.

I do not expect the clinical staff to be able to anticipate and explain all possible risks and complications of treatment, and I wish to rely on the clinical staff to exercise judgment during the course of treatment which the clinical staff thinks at the time, based upon the facts then known is in my best interest. I understand that results are not guaranteed.

I understand the clinical and administrative staff may review my articipant records and lab reports, but all my records will be kept confidential and will not be released without my written consent.

By voluntarily signing below, I show that I have read, or have had read to me, the above consent to treatment, have been told about the risks and benefits of acupuncture and other procedures, and have had an opportunity to ask questions. I intend this consent form to cover the entire course of treatment for my present condition and for any future condition(s) for which I seek treatment.

Print Participant Name (or Participant Representative Name and Relationship to	Date	
Participant)		
Participant (or Participant Representative) Signature		
Office only: Received by		
0: 1		

Insurance: Assignment of Benefits and Direction to Pay Benefits Owed to Acupuncture Fit, Inc 4700 Millenia Blvd. Suite 175 Orlando, FL 32839

I, the undersigned insured or beneficiary of an insurance policy, irrevocably assign to Acupuncture Fit, Inc. on file with the Div. of Corporations, hereafter "Provider" whatever rights I have under any policy of insurance and under Florida law, including, without limitation, any and all claims for attorney's fees, costs, interest and/or damages pursuant to Florida Statute 624.155. This Assignment of Benefits (AOB) includes an assignment of any potential claim for common law or statutory bad faith. If the Insurer disputes the validity of this AOB, then the insurer is instructed to notify the provider in writing within 10 days of receipt of this document. Failure to do so shall result in the provider relying on this AOB for direct payment and could constitute a waiver by the insurer to contest the validity of this document. I do hereby confirm that this AOB is irrevocable and instruct any insurance company or other collateral source for which I am entitled to benefits to pay for monies owed as a result of medical services rendered by (Provider) to promptly make payment in the name of and directly to (Provider) or its chosen billing service.

Pursuant to this AOB, (Provider) is authorized to file suit on my behalf against any insurance company that reduces or denies benefits for medical services rendered to me and to collect any damages awarded or settlement monies for services rendered, plus interest, costs, reasonable attorney's fees and a contingency fee multiplier. I understand that in any such lawsuit, my name or other identifying information will need to be included in and/or portions of my medical file attached to pleadings and/or formal discovery. I waive any confidentiality of my records and/or information but only to the extent necessary to prosecute a claim for unpaid or owed medical expenses against the insurance company or any other responsible party.

I acknowledge that (Provider) objects to any reductions or partial payments by the Insurer. Any partial or reduced payment, regardless of the accompanying language, issued by the Insurer and deposited by (Provider) shall be done under protest, at the risk of the insurer, and the deposit shall not be deemed a waiver, accord, satisfaction, discharge, settlement or agreement by the provider to accept a reduced amount as payment in full. (Provider) reserves the right to seek the full amount of the bill submitted from the insurance company(ies) or me. Accordingly, the insurer is hereby instructed to set aside (escrow) any and all reduced or denied benefit payments for medical services rendered by this provider and not pay the disputed amount to anyone until the dispute is resolved.

I further instruct my insurance company to cooperate with the above-captioned (Provider) in resolving all medical billing disputes. Cooperation includes, but is not limited to, providing any and all declaration pages, PIP logs, payout ledgers, explanations of benefits, copies of checks, and any and all other documents or information to (Provider) or its attorneys, employees or other representatives acting on behalf of (Provider). If the insurer schedules a defense examination, examination under oath (EUO) or Independent Medical Examination (IME) of the participant, the insurer is hereby instructed to send a copy of said notification to this provider and the provider's attorneys. The provider and/or the provider's attorneys are authorized to appear at any participant EUO or IME set by the insurer. THIS ASSIGNMENT OF BENEFITS DOES NOT ASSIGN ANY RIGHTS OR OBLIGATIONS UNDER THE POLICY OF INSURANCE, TO SUBMIT TO AN EUO OR RECORDED STATEMENT. I further direct and authorize you to speak to an attorney, employee or any other representative of (Provider) or anyone acting on their behalf over the phone and provide them with any and all information you may have or documentation not previously listed above that they may request.

I, as the participant, agree to remain personally liable for the amounts billed by (Provider) regardless of the amount paid by the insurance company, unless ordered by a court of law. I fully understand that said health care services were provided to me in consideration for an unconditional promise to pay and for me providing these instructions to my insurance company. I, as the Participant, further agree to be liable for reasonable attorney's fees and costs incurred in collecting any delinquent accounts or unpaid balances. By executing this document, I am placing my insurance company(ies) on notice that the claims for medical treatment rendered by (Provider) are related to my accident (or my covered conditions) and should be paid directly to (Provider) pursuant to this assignment of benefits and Florida law. Any delay in paying benefits owed under the insurance policy could adversely affect me.

BY EXECUTING THIS DOCUMENT, I AM PLACING MY INSURANCE COMPANY ON NOTICE THAT THIS IS A DIRECT ASSIGNMENT OF BENEFITS PURSUANT TO FLORIDA LAW. AS THE INSURED OR BENEFICIARY OF SAID INSURANCE POLICY, I AM IRREVOCABLY ASSIGNING WHATEVER RIGHTS I HAVE UNDER MY POLICY OF INSURANCE (LESS THE DUTY TO ATTEND AN EUO) AND UNDER FLORIDA LAW TO THIS HEALTH CARE PROVIDER. A photocopy of this assignment shall be considered as effective and valid as the original.

Ins. Co. Name:	Provider ID:	Group Num	oer:
Participant's Name		DOB	
Printed Name of Policy holder	or Claimant Acceptance of (Provider)		
Signature of Policy holder or C	laimant	 Date	



Acupuncture Fit Virtual TCM Release of Liability Waiver

I, understand that I am here to learn about nutrition and better health practices, that I will be offered information about food supplements
and herbs as a guide to general good health, and this is a personal ministry and spiritual counseling. I fully understand that those who counsel me are not medical doctors and I am not
here for medical diagnostic purposes or treatment procedures. I am not on this visit, or any past or subsequent visits, an agent for federal, state or local agencies or on a mission of entrapment or investigation. The services performed here are at all times restricted to consultation on nutritional matters intended for the maintenance of the best possible state of natural health, and do not involve the diagnosing, treatment or prescribing of remedies for disease.
Signature (or Guardian Signature)
Date



PHOTO VIDEO RELEASE FORM

I,, hereby grant and aut	thorize Acupuncture Fit the right to
take, edit, alter, copy, exhibit, publish, distribute and make use of a me to be used in and/or for legally promotional materials including advertisements, press kits, websites, social networking sites and owithout payment or any other consideration. This authorization exand markets now known or hereafter devised. This authorization otherwise revoke said authorization in writing.	ng, but not limited to, newsletters, other print and digital communications, xtends to all languages, media formats
I understand and agree that these materials shall become the prop	perty of Acupuncture Fit.
I hereby hold harmless, and release Acupuncture Fit from all liabili which I, my heirs, representative, executors, administrators, or any on my behalf or on behalf of my estate.	• •
If the person signing is under the age of consent, then this release guardian, as follows:	e must be signed by a parents or
I hereby certify that I am the parent or guardian ofdo hereby give my consent without reservation to the foregoing o	
(Signature)	(Date)