



CHARIS

Counseling Center

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Client Update Form

Your Therapist: _____

Today's Date: _____

GENERAL INFORMATION

Full Name: _____ Sex: Male Female
Name you Prefer: _____ Age: _____ Date of Birth: _____

CONTACT INFORMATION

Mailing Address: _____
City: _____ State: _____ Zip Code: _____ May we send mail here: Yes No
Home Address (if different): _____
City: _____ State: _____ Zip Code: _____ May we send mail here: Yes No
Home Phone: (_____) _____ May we leave a message here: Yes No
Cell Phone: (_____) _____ May we leave a message here: Yes No
Work Phone: (_____) _____ May we leave a message here: Yes No
Email Address: _____ May we send a message here: Yes No

EMERGENCY CONTACT

Name: _____ Relationship: _____
Home Phone: (_____) _____ Mobile Phone: (_____) _____

TERMS OF SERVICE

I understand that it is customary to pay for professional services when rendered. I accept full responsibility for payment of any balance incurred for services. I further understand that without 24-hour notice of cancellation, I will be charged the full fee for professional service.

Signed: _____ Date: _____

All accounts are requested to have a credit card on file to reserve appointments. This information will be kept confidential and will only be used to process payments at your request or to bill for late cancellations and missed appointments.

Credit Card Number: _____ Exp Date: _____

Billing Zip Code: _____ Security Code: _____ Type of Card: AMEX VISA MC DIS