2

Phone: 888.865.7011 Fax: 413.284.4105 www.allanasmiles.org

Allana Smiles Foundation

Directions for affiliation application

- 1. Complete and sign application
- 2. Provide a JPEG of your logo and picture
- 3. Make check payable to Allana Smiles Foundation for \$125.00 processing fee
- 4. Include a letter from Sponsor from Allana Smiles or a patient.
- 5. Mail the above items to:

Allana Smiles PO BOX 950 Granby MA 01033

6. A team member from Allana Smiles will contact you once your application is reviewed. Applications are reviewed once per month.

What to expect after being accepted

- 1. You will be contacted via phone and you will receive a letter in the mail
- 2. Your name /practice will be listed on our website
- 3. You will receive a copy of our logo to add to your website if you choose to do so.
- 4. A certificate of affiliation will be sent to your practice for display.
- 5. Your affiliation stays active for 2 years.
- 6. Patients who meet the criteria for funding must be approved thru the foundation prior to getting work if they are expecting a grant Allana Smiles to cover the cost of their treatment.
- 7. Grants will be paid directly to the Dr.
- 8. All doctors must fill out a W-9 form once accepted.

What is expected from you while you are affiliated

- 1. We must notify the Allana Smiles Foundation if you stop practicing or there is a change in your license status.
- 2. You agree to the Allana Smiles fee schedule or your fee schedule whichever is less.
- 3. Patients that come to you from Allana Smiles will be treated with the highest standard of care.
- 4. You will take an active role in making a difference in dentistry.