



Payment Authorization Form

I _____ authorize Chagrin Townsend Learning Center to charge my credit/debit card or bank account indicated below on a monthly basis for payment of tutoring services rendered

***CHECK ONE**

- ☐ on the date of the invoice or
☐ 14 days after invoice date if the invoice has not already been paid by check or ACH

Card information

Cardholder (name on card)

Expiration Date

Card number

CCV

or

Bank information

Name on account

Bank Name

Account number

Routing Number

*Billing address

Street address

City

Zip code

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify Chagrin Townsend Learning Center in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. For ACH debits to my checking/savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non Sufficient Funds (NSF) I understand that Chagrin Townsend Learning Center may at its discretion attempt to process the charge again within 30 days, and agree to an additional \$10 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I certify that I am an authorized user of this credit card/bank account and will not dispute these scheduled transactions with my bank or credit card company; so long as the transactions correspond to the terms indicated in this authorization form.

Customer Signature

Date

Please print and return to Chagrin Townsend Learning Center
86 N. Main Street | Chagrin Falls, OH | 44022 or via email to jeff@chagrintownsend.com