

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM

Spirit of Soul Dance Studio is pleased to offer our clients a convenient means to pay for your dancer's monthly class tuition. With your signed authorization below, your payments will be automatically withdrawn from your checking or savings account.

It's Easy to Enroll! - One Form per Family -

With our secure Web servers, network, and firewalls, your information is safe. You have less to worry about when paying by recurring billing (PPD) than you do when paying by check. When a check is issued for payment, many different people handle it before it is returned to your bank, and security problems can occur because your information is printed on it. With recurring billing, your information is encrypted and sent to the Federal Reserve through secure wires of the ACH Network. There is an immediate record of who initiated the payment and the account to be debited. If a fraudulent debit is made to your account, contact your bank to have the transaction reversed. NACHA regulations that govern ACH transactions are designed to protect check writers.

I authorize *Spirit of Soul Dance Studio* to initiate variable data entries to my account identified below in payment for monthly installments for class tuition: (\$_____) beginning September 2009 and ending in May 2010. I understand that the studio will debit my account on the _____ of each month or the next business day if that date falls on a Saturday, Sunday, or national holiday. I authorize my financial institution (identified below) to allow DepositExpress to debit my account each month on behalf of *Spirit of Soul Dance Studio*.

I understand that if the total amount owed *Spirit of Soul Dance Studio* is increased, I authorize this plan to continue as long as the payment amount remains unchanged until the amount owed to Spirit of Soul Dance Studio is paid off, or unless the plan is terminated earlier by me as above. I understand any added amounts can be applied for with a new authorization form. All other changes such as payment amount, frequency, bank account number change, will require a new Payment Authorization Form to be filled out and submitted to *Spirit of Soul Dance Studio* 15 days prior to any change being implemented. I understand that this payment plan may be cancelled by Spirit of Soul Dance Studio due to uncollectible funds. **All items returned unpaid are subject to an automatic debit (re-presentment) from my account including a maximum returned check fee of \$20 as permitted by law.**

I understand that I am in full control of my payment, that I have a right to hold or stop this electronic payment simply by giving the **studio a written note 30 days in advance**. In addition, I will **immediately** notify the studio of any changes in the information provided on this authorization form. **A VOIDED CHECK FROM THIS ACCOUNT MUST BE ATTACHED; ONLY ONE PER FAMILY REQUIRED.**

SECTION 1		FINANCIAL INSTITUTION INFORMATION	
Bank Name		Phone #	
Type of Account- Checking or Savings (circle one-REQUIRED!)			
ABA Routing # (first 9 digits lower left corner of check)		Account #	
SECTION 2		PAYMENT AUTHORIZATION (Bank Account Holder's Information)	
Signature		Date	/ /
Print Name		E-Mail	
SECTION 3		For <u>Studio</u> Use ONLY	
List Students Enrolled:		Classes:	Fees:
1			
2			
3			
4			
5			