

Direct Payment Authorization Form: Variable Payment Range

We are pleased to offer you a new service—the Direct Payment Plan. Now you can have your payment deducted automatically from your checking or savings account.

The Direct Payment Plan will help you in several ways:

- It saves time – fewer checks to write and mail.
- Helps pay your bills in a convenient and timely manner – even if you're on vacation or out of town.
- Your payment is always on time– NO late fees.
- It's easy to sign up for, easy to cancel.

Here's how the Direct Payment Plan works:

You authorize regularly scheduled payments to be made from your checking or savings account.

Your payments will be made automatically on the specified day. And proof of payment will appear on your statement. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. If the amount of your payment changes, we will notify you at least 10 days before payment date. The Direct Payment Plan is dependable, flexible, convenient and easy. To take advantage of this service, complete the attached authorization form and return it to us.

All you need to do is:

- 1) Mark the box before type of account to indicate whether your payment will be deducted from your checking or savings account.
- 2) Fill in the student's name.
- 3) Insert dollar amount. (\$110 for students taking ½ hour lessons, and \$200 for students taking 1 hour lessons.) This is the maximum amount debited for the month. (Adjust these amounts if you have more than one child scheduled for lessons.)
- 2) Fill in your name, financial institution name and location, and date.
- 3) Attach a voided check for verification of all financial institution information. If you are unable to attach the voided check, please fill in your account number and routing number.

NOTE: Be sure to sign the form!

Please complete the information below.

I authorize Baton Rouge Music Studios, LLC to initiate electronic debit entries to my:

____ checking account (or) ____ savings account

for payment of music lessons for _____ (Students Name)

I understand I will receive a notice only if the amount is more than \$_____ (insert dollar amount)

I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. This authority will remain in effect until I have cancelled it in writing.

Date _____

FINANCIAL INSTITUTION NAME (PLEASE PRINT) _____

ACCOUNT NUMBER AT FINANCIAL INSTITUTION _____

FINANCIAL INSTITUTION ROUTING NUMBER _____

FINANCIAL INSTITUTION CITY AND STATE _____

SIGNATURE _____