

Jennifer A. Tanck, Esq.





## CREDIT CARD AUTHORIZATION

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### Client Credit Card Pre-Authorization

In an effort to better serve our clients and simplify your billing experience, our firm offers credit card acceptance. Charge card information is filed with your confidential client information and kept secure.

<b>OPTIONS</b>	<p>_____ (initial) I hereby authorize Jennifer Tanck to charge the balance currently due on my account for the amount of \$_____ <b>plus a 3.5% service charge.</b></p>
<b>PAYMENT INFORMATION</b>	<p>Client Name: _____</p> <p>Client Billing Address: _____</p> <p>Type of Card:    <input type="checkbox"/>     <input type="checkbox"/>     <input type="checkbox"/>     <input type="checkbox"/> </p> <p>Card Number: _____</p> <p>Expiration Date: _____      Security Code: _____ <small>(last three digits on card, last four on AMEX)</small></p> <p>The undersigned guarantees performance of the financial provisions of this agreement.</p> <p>Card Holder Name: _____</p> <p>Signature of Card Holder: _____      Date: _____</p>
<b>CHARGE POLICY</b>	<p>Being the cardholder or the Corporate Officer, by signing above I understand and agree to the terms set forth in this agreement, agree to pay, and specifically authorize to charge my credit card for the services provided. I further agree that in the event my credit card becomes invalid, I will provide a new valid credit card upon request, to be charged for the payment of any outstanding balances owed. I furthermore confirm that I have received all services and goods to satisfactory conditions.</p> <p>_____ (initial) Charges made for actual services performed by our office are non-refundable. In the event of pre-payment any unused funds will be refunded in <u>30</u> days.</p>

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