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## Authorization for Automatic Payment for Tuition Charges

### Here's how the Automatic Payment Plan works:

You authorize regularly scheduled payments to be made on the 1st of the month for tuition charges. September's tuition will be charged once your registration is in the system. Your payments will be made automatically each month throughout the season. Proof of payment will appear on your account. If we have an e-mail address for you and you have not opted out of e-mail communications, you'll receive an e-mail notification any time a payment is processed. The authority you give to automatically charge your payment information on-file will remain in effect until you notify us in writing to terminate the authorization. If for whatever reason, payments cannot be processed to your payment information on-file and your account balance remains overdue, your enrollment in classes will be cancelled.

### All you need to do is:

1. Enter payment information
2. Sign, date, and return the completed form to the office
3. Notify the office any time your payment information changes

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### Automatic / Recurring Payment Plan

I authorize Shawn Terenzi's Academy of Dance to initiate electronic payments for tuition balances due on my Shawn Terenzi's Academy of Dance account. I understand that payments will be automatically made every month throughout the year for any tuition balance due on my account. I understand that the payment amounts may vary as classes are added/dropped. I understand that costume fees, competition fees, and any extra fees **WILL NOT** be automatically withdrawn and I am responsible for making those payments by the due date.

### Payment Information:

Credit Card Type (circle one):      Visa      Mastercard      Discover      American Express

Visa/MC/Discover Card Number    \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ - \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ - \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_

American Express Card Number    \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ - \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_ - \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_

Expiration Date (month/year)    \_\_\_\_ \_\_\_\_ / \_\_\_\_ \_\_\_\_

Name As Appears On Card (print clearly) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



For office use:

Family Account Name in Studio Director: \_\_\_\_\_