



Mini Motions Dance Center is continuing with our Automatic Payment System which is a more convenient, hassle-free way to pay your monthly tuition and costume payments. Our payment policy requires all accounts to provide a Credit Card or Debit Card to automatically withdraw tuition on the **5<sup>th</sup> of each month**. Upon registration, the account holder will need to complete the Automatic Withdraw Form, which must be completed and turned in to the studio.

You are responsible for updating your new account information with us at least 5 days prior to your payment being pulled. Any payments not taken care of by the 10<sup>th</sup> of the month will result in a \$10 late fee. For all declined transactions (including insufficient funds, expired or new account information, etc.) a \$10 reprocessing fee will be added to your payment. Email notification about your upcoming payment as well as a receipt for all accepted or declined payments will be sent out. Be sure you are receiving these emails to help track your payment records.

Your Costume/Recital Deposit of \$60 per class will also be automatically withdrawn from this account in November, date TBD. Your final Costume/Recital Balance will be withdrawn in January. We will inform you of your final balance at the beginning of January.

**\*\*Please Initial\*\***

\_\_\_\_\_ I understand that my \$25 Registration Fee (per student) and my First Tuition Payment, which totals \$\_\_\_\_\_ will be deducted today.

\_\_\_\_\_ I understand that my monthly tuition of \$\_\_\_\_\_ will be automatically pulled on the 5<sup>th</sup> of each month. The final payment will be on May 5<sup>th</sup> and will be for May and ½ June.

\_\_\_\_\_ I understand that my Costume/Recital Payment of \$60 per class will be automatically pulled in November and the Costume/Recital Balance will be pulled in January.

Method of payment:

\_\_\_\_\_ Credit Card      Student Name \_\_\_\_\_

\_\_\_\_\_ Debit Card      Name on Card: \_\_\_\_\_

Type of Card: (Visa, MC, Discover) \_\_\_\_\_

Last 4 Digits on Card \_\_\_\_\_

Account Holder's Email \_\_\_\_\_

I understand that this authorization will remain in effect until I cancel it, and I agree to notify Mini Motions Dance Center of any changes in my account information or termination of this authorization at least 5 days before the next billing date. If the above noted payment dates fall on a holiday or weekend, I understand that the payments may be executed on the next business day. 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 a transaction being rejected I understand that Mini Motions Dance Center may at its discretion attempt to process the charge again within 30 days. An additional \$10 charge will be added for each transaction which will be added to the total 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.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_