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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 the Law Offices of Kelly S. Hite, PLLC to charge the balance currently due on my account for the amount of \$ _____.</p> <p>____ [initial] I hereby authorize the Law Offices of Kelly S. Hite, PLLC to charge the amount of \$ _____ to renew my trust account balance with the firm.</p> <p>____ (initial) I hereby authorize the Law Offices of Kelly S. Hite, PLLC to charge the balance of my account automatically each month. Card will be charged the FIRST of the each month for prior month fees.</p>
<b>PAYMENT INFORMATION</b>	<p>Client Name: _____</p> <p>Client Billing Address: _____</p> <p>Type of Card:    <input type="checkbox"/> <b>VISA</b>    <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, 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 held in the trust account will be refunded in <u>30</u> days following the final invoice.</p>