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Electronic Payment Authorization Form

This is your agreement to engage in Business By Design's services and consent to an Electronic Payment Authorization for said services provided by Business By Design.

Here's how the Electronic Payment Authorization will work for you:

- You provide Business By Design with the method of payment for services. (See detail below)
- Business By Design will prepare your 1099 Forms and/or services to completion.
- Once complete, your 1099 Forms our billing will be reviewed with you by one of our representatives.

PAYMENT APPROVAL INFORMATION:

Business By Design will not process any payments without your confirmation.

I _____(client name) authorize Business By Design to debit my account in the amount approved for Form 1099 preparation services. All payments will need to be approved and cleared to Business By Design prior to the filing of your Form 1099's to all Federal and State agencies.

CHECKING/SAVINGS ACCOUNT

Bank Name _____

Account Number _____

Bank Routing # _____

Bank City/State _____

If you are unsure of your account's routing number, please attach a copy of a void check with this form.

Account Type: Checking Savings

CREDIT CARD/DEBIT CARD

Visa MasterCard American Express

Cardholder Name _____

Account Number _____

Exp/Date _____ CCV (# on back) _____

Billing Address _____

City, State, Zip _____

Phone# _____

SIGNATURE _____ DATE _____

By signing this authorization I agree to have Business By Design debit my bank account/credit card for the above-mentioned services. If this debit does not take place for any reason, I agree to pay Business By Design in an alternative method and pay any fees associated with a declined payment. I agree to notify Business By Design in writing of any changes in my account information or termination of this authorization 15 days prior to the next due date of the charges. I understand that cancellations must be made in writing and I will not dispute merchant billing, so long as the amount corresponds to the terms indicated in this contract.