



www.beanlab.com
847-264-4662
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Payment Authorization Form

Complete and sign this form to authorize BeanLab to process an ACH debit to your bank account, credit card or debit card. By signing this form, you give us permission to debit your account for the amount indicated on or after the indicated date for our services or products.

I \_\_\_\_\_ authorize BeanLab to charge my account indicated below for their professional services. If the firm is unable to process my payment, I will be responsible for alternate payment arrangements and any processing fees. The payment of fees for tax return preparation services is processed when the draft tax return is provided to the client for their review. By signing this authorization, I acknowledge that I have read and agree to all the information and warrant all information provided is true.

Billing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Specific directions for BeanLab

Check to use for both Business and Personal tax return \_\_\_\_\_

Checking/Savings Account

Credit Card

Form for Checking/Savings Account with checkboxes for Checking and Savings, and fields for Name on Account, Bank Name, Account Number, Bank Routing #, and Bank City/State. Includes a routing number diagram.

Form for Credit Card with checkboxes for Visa, AMEX, MasterCard, and Discover, and fields for Cardholder Name, Account Number, Exp. Date, and CVV Code. Includes a note to see fees below.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

For ACH debits to my checking/savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates.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 an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that BeanLab may at its discretion attempt to process the charge again within 7 days, and agree to an additional \$25.00 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized payment account. 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 this transaction with my bank or credit card company; so long as the transaction corresponds to the terms indicated in this authorization form.

For Credit Card charges, I authorize the above-named business to charge the credit card indicated in this authorization form according to the terms outlined above. I certify that I am an authorized user of this credit card. I agree that upon using a credit or debit card to secure the services of BeanLab, a 3.00% processing fee surcharge shall apply to all credit and debit card payment transactions.