Client Credit Card Authorization

LOBERG LAW OFFICE, LLP
529 N. Lucas Lane
PO Box 177
Ellsworth, WI 54011
Telephone (715) 273-5072

Client Credit Card Pre-Authorization for Business Account(s)

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. **A 3% convenience fee will be added to each charge in addition to the amount shown below.**

OPTIONS

_____ (initial) I hereby authorize Loberg Law Office, LLP, to charge the balance currently due on my account for the amount of $_____.

_____ (initial) I hereby authorize Loberg Law Office, LLP, to charge my credit card account $_____ automatically each month. My Card will be charged the _____ day of the each month until the account is paid in full.

$_____ (initial) I, _____, acknowledge that I am making a payment to Loberg Law Office, LLP, by credit card. $_____ of that payment is a convenience fee, separate from the balance owing on my account. This convenience fee shall not be applied to my account balance I owe Loberg Law Office LLP.

PAYMENT INFORMATION

Client Name: _____

Client Billing Address: _____

_____

Type of Card: ☐ VISA ☐ MasterCard ☐ DISCOVER

Card Number: _____

Expiration Date: _____ Security Code: _____
(last three digits on card, last four on AMEX)

The undersigned guarantees performance of the financial provisions of this agreement.

Card Holder Name: _____

Signature of Card Holder: _____ Date: _____

CHARGE POLICY

_____ (initial) Being the authorized cardholder or the Corporate Officer, 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.

_____ (initial) Charges made for actual services performed by our office are non-refundable. In the event of pre-payment any unused funds will be refunded within 30 days.