

# Payment Authorization Form



1848 N. 52<sup>nd</sup> Street ♦ Phoenix, AZ 85008  
Phone: 480-902-0771 / Fax:602-795-1663

Child's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Email: \_\_\_\_\_

**I authorize S.E.E.K. Early Learning Center to make recurring charges for preschool and/or child care services to my credit/bank card. Per the Schedule and Fees Consent Form, my account will be charged:**

**Choose One (Please Initial):**

\_\_\_\_\_ A monthly fee of \$\_\_\_\_\_. The charge will occur on the 1<sup>st</sup> of each month; OR

\_\_\_\_\_ A semi-monthly fee of \$\_\_\_\_\_. The charges will occur on the 1<sup>st</sup> and 16<sup>th</sup> of each month.

This Authorization\* starts on: \_\_\_\_/\_\_\_\_/\_\_\_\_\_  
*Month/Day/Year*

## Credit Card/Bank Card Authorization:

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

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

Billing City/State/Zip: \_\_\_\_\_

Card Type:     Visa                       Master Card                       Amex                       Discover

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_                      Security Code on Back (CVC): \_\_\_\_\_

### \*Authorization:

I authorize S.E.E.K. Early Learning Center to initiate preauthorized electronic funds transfers and to debit the authorized amount and account as indicated. This authorization remains in effect until the tuition fees are paid in full, including any past due balances and late fees. Requests to change payment methods require at least five (5) business days before your next schedule payment due date.

The required tuition fees may change based on my current schedule on file, and as such the authorized debit amount may change to the new fee as I have requested. I will receive a billing statement 3 days in advance of each month. I agree to notify the Director before the 1<sup>st</sup> of each month if there is any discrepancy with regards to the scheduled payments and due dates.

\_\_\_\_\_  
Legal Guardian Printed Name                      Legal Guardian Signature                      Date

Update Director: \_\_\_\_\_  Update Teachers/Roster: \_\_\_\_\_  Update Accounting: \_\_\_\_\_  
*Staff/Date*                      *Staff/Date*                      *Staff/Date*