

H3 Media, LLC
Automatic Credit Card Billing Authorization Form

It is now the policy of H3 Media, LLC to require all clients that have payment terms for insertions to provide H3 Media, LLC with a credit card for convenience billing. Simply complete the Credit Card Information section below, check the appropriate box(es) and sign the form. All requested information is required. Upon approval, we will automatically bill your credit card for the amount and frequency indicated and your total charges will appear on your monthly credit card statement. You may make changes to this automatic billing at any time by providing written instructions to our office by fax at 903-509-3189 or by letter.

Customer Information (To be completed by merchant)

Company Name: _____ Contact Name: _____

Phone: _____ - _____ - _____ Email: _____

Payment Information (To be completed by merchant)

I authorize H3 Media, LLC to automatically bill the card listed below as specified:

Amount: \$ _____

Frequency:

- For Down Payment
- Monthly on due date
- Only if my payment hasn't been received within 20 days after the due date (for clients who choose to pay via check)

Credit Card Information (To be completed by customer)

H3 Media, LLC accepts the following credit cards: Visa, MasterCard, Discover, and American Express. Debit cards are not accepted.

Credit Card Type: _____ Credit Card number: _____

Security Code: _____ Expires: _____

Cardholder's name (as shown on credit card): _____

Authorized User's Name (if different than Cardholder's Name): _____

Cardholder's Zip code (from credit card billing address, required): _____

I have read and agreed to the terms of this payment plan, and I authorize H3 Media, LLC to charge this credit card for the above-specified terms. I certify by signing this document that I am either the cardholder or an authorized user of the credit card listed. I understand that I am responsible for notifying H3 Media, LLC, of any changes or cancellations of this agreement, and that I must provide payment to H3 Media, LLC no later than 20 days after the due date or the credit card listed above will be assessed for the amount due.

Customer's Signature: _____ Date: _____