



**3. REQUIRED Back-Up Payment by Credit Card Agreement – Parent-School Tuition Agreement 2020-2021 – Beachwood Nursery School**

**AUTHORIZATION FOR BACK-UP PAYMENT OF TUITION VIA CREDIT CARD (REQUIRED)**

BNS requires a valid credit card set up as a back-up payment method for tuition payment. Your credit card information is stored safely and securely online in an online payment gateway, Tuition Express, managed by our center’s Procare Software system. Back-up payment of your monthly payment or past due balance will be processed when tuition payments are not received by the 7<sup>th</sup> of the month, according to the tuition agreement, and will be charged to your credit card, with processing fee and any applicable late fees.

I (we) hereby authorize *BEACHWOOD NURSERY SCHOOL, INC.* to store my credit card information in the Tuition Express system and to initiate a charge to the below-referenced credit card account when payment is past due and has not been made according to Page 1 of the Parent-School Tuition Agreement. Current, valid credit card information must be maintained and updated as expiration dates or card numbers change.

**Back-Up Payment Credit Card Information**

_____	_____	_____
<i>Cardholder Name</i>	<i>Phone #</i>	
_____	_____	_____
<i>Cardholder Billing Address</i>	<i>City &amp; State</i>	<i>Billing Zip</i>
_____	_____	_____
<i>Credit Card Number</i>	<i>Expiration Date</i>	<i>3- or 4-digit Security Code</i>
_____	_____	
<i>Cardholder Signature</i>	<i>Today's Date</i>	

**4. Automatic Recurring Monthly Payment by Credit Card**

**AUTHORIZATION FOR RECURRING MONTHLY CREDIT CARD PAYMENTS**



We offer the safety, convenience and ease of monthly payments by credit card through Tuition Express – an automatic payment processing system that allows on-time tuition and fee payments to be charged to your credit card. Your account information is stored securely in the Tuition Express/ Procare Software system.

I wish to set up 10 automatic recurring monthly payments using the credit card listed above in Section 3 according to the monthly payment plan schedule of August 1 (tuition deposit), Sept. 1, Oct. 1, Nov. 1, Dec. 1, Jan. 1, Feb. 1, Mar. 1, Apr. 1 and May 1. Charges will be run between the 1<sup>st</sup> and 5<sup>th</sup> day of each of the 10 months. Payments will include a 2.75% processing fee.

I (we) hereby authorize *BEACHWOOD NURSERY SCHOOL, INC.* to initiate monthly credit card charges to the above-referenced credit card account (in Section 3 above) according to the completed Parent-School Tuition Agreement. Current, valid credit card information must be maintained and updated as expiration dates or card numbers change. To properly affect the cancellation of this agreement, I (we) are required to give 10 days’ written notice.

**Monthly Credit Card Payment Information**

_____	_____
<i>Cardholder Signature</i>	<i>Today's Date</i>

*Official Use Only:*

_____	_____	_____
<i>Employee Signature</i>	<i>Date Received</i>	<i>Date Data Entered</i>