

Credit Card for Late Payments and Late Confirmations for LZM Studio, LLC

Please fill out this form with a credit card for LZM Studio, LLC to keep on file. Once this information is entered into our credit card processor, Stripe, it is locked up and shredded after 2 months of charges are run successfully. Once your information is entered into Stripe I can no longer see your credit card information. According to state law, I will take necessary means to safeguard this information and will only use it for the charges of your monthly lessons with LZM Studio. Stripe's security information: <https://stripe.com/docs/security/stripe> and privacy information: <https://stripe.com/privacy>

The charge will include:

1. Your scheduled lessons as offered at your regular rate as stated in the booking email sent between the 20th & 25th of the month.
2. Rather than increase all my lessons across the board to account for credit card fees, I pro-rate them based on the total amount you're paying each month. Credit card charges are based on your monthly total:
 - o \$5 fee for charges \$200 and under;
 - o \$10 fee for charges \$200 - \$325;
 - o \$15 fee for charges \$326 - \$500
 - o \$20 fee for charges \$501 - \$700
 - o \$25 fee for charges \$701 - \$850

Late Fees

If your payment method fails to work and I cannot collect payment by the 14th of the month or spend more than an hour attempting to collect payment from you, I will charge a one-time \$30 late fee.

Updating Your Card

Please make note of your card expiration date or if your card security is breached & canceled and call me to update your card information on file. Please do NOT send card information via text or email for your safety.

Name _____

Email _____

Street Number & Street Name _____

City/State/Zipcode _____

Card Type - Visa - MasterCard - American Express - JCB - Discover - Diners Club

Card Number _____

Expiration Date _____ CVC _____

Signature _____

Date _____