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"Serving the Greater Northwest Louisiana Area"

CLIENT CREDIT CARD PRE-AUTHORIZATION

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.

OPTIONS

____ (initial) I hereby authorize The Law Firm PLLC to charge the balance currently due on my account for the amount of \$_____.

____ (initial) I hereby authorize The Law Firm PLLC to charge the balance of my account automatically each month. Card will be charged the FIRST of the each month for prior month fees.

____ (initial) I choose to manually pay my account balance. Balance for legal services is due on the FIRST of each month. After the 15th of the month, balances are considered past due and will be charged a \$25 late fee. After 30 days, account balances will automatically be charged to the card on file.

PAYMENT INFORMATION

Client Name: _____

Client Billing Address: _____

Type of Card:    

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

Being the 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 in 30 days.