



**Payment Plan Authorization Form**

Cardholders Name: \_\_\_\_\_

Client Name (if different than cardholder): \_\_\_\_\_

Children on Account: \_\_\_\_\_

Please pick monthly charge date:  Monthly on the 1st (K2 Academy ONLY)       Monthly on the 15th (K2 Academy ONLY)       Weekly: (Fri) (K2 Campus ONLY)

Special payment arrangements (available up on request): \_\_\_\_\_

Applicable discounts:

Active Teacher (valid ID must be presented)       Active Military (valid ID must be presented)

I hereby authorize K2 Academy of Kids Sports, LP to automatically charge my credit card stored in the iClass Pro Gateway for my program (s) tuition payments, the annual Membership Fee upon enrollment and each year on my anniversary month, and all other past due charges that have accrued.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Please initial below:

\_\_\_\_\_ I understand that my card will be charged on the date checked above each month for my tuition and any other past due balance.

\_\_\_\_\_ I understand the Annual Membership Fee of \$40 is non-refundable.

\_\_\_\_\_ I understand I am registering my child for a Year Round program (excluding Summer Camp). Should I decide to discontinue the program, I will drop in person at K2 Academy with a Customer Care Team Member. I understand that I cannot drop by phone or email.

\_\_\_\_\_ I understand that K2 has a 2 week drop notice. For all programs, payment is due until the drop date. A drop form must be received and processed by a member of K2 Academy's Customer Care Team.

\_\_\_\_\_ I understand that I am responsible for payment of all programs up until the drop date.

\_\_\_\_\_ Requests to change your auto charge date, or credit card number must be submitted 72 hours prior to your current date to guarantee the request. For faster turn-around time, you can change or update your credit card online thru our website by clicking the Enroll Online tab.

\_\_\_\_\_ K2 assesses a late fee on the 16th of each month of \$25 for all tuitions not paid, including those from expired or invalid cards.

\_\_\_\_\_ I understand that there are no refunds for camp, but that account credit can be given for pre-paid camps (minus the \$10 per day change fee) when modifications are given at least two weeks in advance.

Entered CC info into IClass: _____	Enter Keyword: _____	Charged clients ledger: _____
AR: 2 <sup>nd</sup> check Keyword: _____		