



Auto Pay Policies

- All accounts will be charged on the 25th of the month prior to the month being paid for (i.e. Card will be charged Nov 25th for Decembers tuition). This includes the Annual Membership Fee once a year that will be billed on the 25th as well.
- Students are continuously enrolled in class and will incur monthly tuition charges on account until the office is informed otherwise. Notification must be made before the 15th of the prior month in order to avoid charges.
- Refunds will only be made for reasons of injury, medical complications or moving situations, which cannot be made up at a later time. Please contact Cheryl if you feel your situation has merit for credit.
- It is the customers responsibility to notify Illinois Elite Gymnastics of any changes made to the contact email or card on file (ex: new card issued, frozen for fraud etc.) and to provide an alternate method of payment before the 25th.
 - Payments not received by the 25th will incur a \$15 late fee
- Accounts that incur 3 late fees within one calendar year (after the date signed) will be removed from AutoPay and will not receive the \$5 off monthly tuition
 - These policies are in addition to all other policies and agreements signed for previously.

Please complete all fields. You may cancel this authorization at any time by contacting us. This authorization will remain in effect until cancelled.

Credit Card Information	
Card Type:	<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover <input type="checkbox"/> AMEX <input type="checkbox"/> Other _____
Cardholder Name (as shown on card):	_____
Card Number:	_____
Expiration Date (mm/yy):	____/____
Cardholder ZIP Code (from credit card billing address):	_____

I, _____, authorize Illinois Elite Gymnastics to charge my credit card above for agreed upon purchases. I understand that my information will be saved to file for future transactions on my account. In addition, by signing below I agree to the AutoPay Policies listed above.

Customer Signature

Date

Student Name(s)