

# NannyTax LLC

## CREDIT CARD AUTHORIZATION FORM

PLEASE COMPLETE THIS FORM AND FAX IT TO US AT (646) 885-4272

Date: \_\_\_\_\_

From: \_\_\_\_\_

Tele: \_\_\_\_\_ (Required)

Email: \_\_\_\_\_ (Required)

I hereby authorize NannyTax LLC to charge my credit card for its start-up and quarterly fees and continue to do so during the period during which I employ NannyTax LLC for tax preparation services. My initial charges are detailed on the invoice faxed to me.

I understand that after the initial charges, NannyTax LLC will bill me semi-annually in advance for its services, generally during February and August (when charges will appear on my credit card bills). My annual charge will never increase by more than 5% without my prior written authorization.

Unless otherwise approved by me, the only other charges that will be billed to me by NannyTax LLC are for employees beyond my second employee during the quarter or year, for any late submission charges when I am late transmitting data to NannyTax LLC or for fees related to tax notices. I have been provided with a copy of NannyTax LLC's deadline schedule which is generally the 6th day following the end of the calendar quarter. Late submission charges are generally \$75.00 per incident.

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify the business in writing of any changes in my account information or termination of this authorization. I certify that I am an authorized user of this credit card and that I will not dispute the scheduled payments with my credit card company provided the transactions correspond to the terms indicated in this authorization form.

You will be charged each billing period for the total amount due for services provided for that period. A receipt will be emailed to you and the charge will appear on your credit card statement.

I understand that fees charged by NannyTax LLC are non-refundable, except as they relate to quarters not completed by NannyTax LLC.

Credit card #: \_\_\_\_\_

Expiration date: \_\_\_\_ / \_\_\_\_    Type of card:    Visa    MC    Amex  
                          m    m    y    y

Security Code \_\_\_\_\_

\* The billing address on my credit card is my home address, unless otherwise stated below.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

Billing address, if different from NannyTax records:

\_\_\_\_\_

If this is a one-time charge, our estimate of fee is \_\_\_\_\_

NannyTax LLC 750 Third Avenue – 22<sup>nd</sup> Floor, New York, New York 10017 Tele: (212) 891-6068 Fax: (646) 885-4272