

# Payment Plan Form

*Required for all automatic debit payments*



Chamber of Commerce  
of Huntsville/Madison County  
225 Church Street, Huntsville, AL 35801

(256) 535-2000 Fax (256) 535-2015  
wwwHuntsvilleAlabamaUSA.com

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

Company Name \_\_\_\_\_

Company Contact & Title \_\_\_\_\_

Email Address \_\_\_\_\_

Payment Method:     Credit Card                       Bank Draft *(first payment by check)*

*ALL payments will be made on the 20th of each month. However, if the 20th falls on a weekend, the payment will run the Friday prior.*

Frequency:     One annual payment                       12 monthly payments

Payment Amount: \_\_\_\_\_ Date of First Payment \_\_\_\_\_

## **Credit Card Information:**

Name on Credit Card \_\_\_\_\_

**For MC, Visa or Discover users:**

Credit card number \_\_\_\_\_ Exp. \_\_\_\_\_ **3-digit** security code \_\_\_\_\_

**For American Express users:**

Credit card number \_\_\_\_\_ Exp. \_\_\_\_\_ **4-digit** security code \_\_\_\_\_

Amount for charge \_\_\_\_\_ Signature for charge \_\_\_\_\_

## **Bank Account Information:**

Account Number \_\_\_\_\_

Routing Number \_\_\_\_\_

Name of Financial Institution \_\_\_\_\_

Authorized signature on account \_\_\_\_\_

*If any information changes, you must contact Cassie Scott by email: [cscott@hsvchamber.org](mailto:cscott@hsvchamber.org) or by phone: (256) 535-2014. Should any payment of dues not clear, membership will be suspended until the remaining balance is paid in full. The service charge for a returned check is \$25.00 – regardless of the amount of the check, or the reason that it was returned.*