

## Paula Kessman

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**From:** Plastiq Business Support [businesses@plastiq.com]  
**Sent:** Thursday, July 02, 2015 3:34 PM  
**To:** Business Support  
**Subject:** PLASTIQ - Regarding your merchant account  
**Attachments:** Plastiq US PAD.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Valued Partner,

This email is to notify you that Plastiq has recently changed credit card processors.

Although there is no front end change to you, we will require all merchants to fill out and return the attached Pre-Authorized Debit form. This form may be similar to the form you filled out initially when signing up with Plastiq, however we do need this re-submitted as it pertains to the new processor.

Please be sure to fill this out and submit it by August 2. If we do not receive your forms by August 2nd, your merchant account will be removed from receiving direct deposits electronically and will instead receive checks in the mail. Although this is perfectly fine, do note that receiving checks is slower than receiving the funds electronically.

If you have any questions, please feel free to reply to this email. You can also submit your completed forms to this email as well.

Kind Regards,

### **Plastiq Business Operations**

[businesses@plastiq.com](mailto:businesses@plastiq.com)

Plastiq Inc. \ 1475 Folsom St. Suite 400 \ San Francisco, CA 94103  
[www.plastiq.com](http://www.plastiq.com)



## BUSINESS PRE-AUTHORIZED DEPOSIT/DEBIT AGREEMENT

You authorize Plastiq Inc. (Plastiq) and the financial institution designated (or any other financial institution you may authorize at any time by providing Plastiq with alternate account information), for business services, to:

1. make deposits in the account as per your instructions (such as, but not limited to, telephone instructions, or the placing of an order for goods or services) for regular recurring payments and/or one-time payments,
2. debit the account for refund amounts authorized by you and shown as credits in Plastiq Inc.'s system from time to time.
3. debit the account at any time for any other amount you may authorize in writing, by telephone or otherwise without further notice; and
4. re-present a debit for any debit that is dishonored, without notice.

This authority is to remain in effect until Plastiq has received written notification from you of its change or termination. This notification must be received at least ten (10) business days before the next debit is scheduled at the address provided above. You may obtain a sample cancellation form, or more information on your right to cancel a PAD Agreement at your financial institution.

Plastiq may assign this authorization with 10 days notice to you and may cancel this agreement with 25 days notice to you, or cancel it without notice if the financial institution refuses the debits for any reason.

You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any PAD that is not authorized or is not consistent with this PAD Agreement. To obtain a form for a Reimbursement Claim, or for more information on your recourse rights, you may contact your financial institution.

### Client Information

Business Name: Forest Hills Country Club  
Business Website: www.foresthillscountryclub.com  
Address: 5135 Forest Hills Road  
Rockford, IL 61114  
  
Telephone: 815-877-5733  
Signature: \_\_\_\_\_ Date: 7/7/15  
Printed Name: Alayna Zernicke  
Title & Email Address: Member Accounts alaynaz@fhcc1921.com

### Financial Institution Information

Bank Name: Alpine Bank  
Address: 1700 Alpine Road, Rockford, IL 61107  
Transit #: 071923307 Account #: 70094503

PLEASE ATTACH A CHECK MARKED "VOID"



## Additional Information Required

1. Frequency/dates of billing: Monthly, last day of the month
2. Payment dates: varies, due last day of month
3. How do you notify your members when a payment is due (i.e. email bill, email with call to action to login to a portal, snail mail bill, members just visit the website, etc.): email bill and snail mail bill
4. What is your current annual volume (\$): 57,281.91
5. What is your average transaction size? \$636.47
6. How many members do you have? 326



**FOREST HILLS COUNTRY CLUB**

5135 FOREST HILLS ROAD  
ROCKFORD, ILLINOIS 61114

Alpine Bank  
Rockford, IL

70-2330/719

023535

CHECK NO.

PAY

TO  
THE  
ORDER  
OF

CHECK DATE

PAY EXACTLY

VOID

MICRO PRINTED SIGNATURE LINE LEGIBLE UNDER MAGNIFICATION ON ORIGINAL DOCUMENT

MP

⑈023535⑈ ⑆071923307⑆ ⑈700 945 03⑈

Security features included. Details on back.

**FOREST HILLS COUNTRY CLUB**

5135 FOREST HILLS ROAD ROCKFORD, IL 61114

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