

PAYMENT OPTIONS

1. Mail a Check	2
2. Bank of America Counter Deposit	2
3. Zelle	3
4. Bank of America Mobile Transfer	4
5. Wire Transfer	4
6. ACH	4
7. Chase bank Counter Deposit	5
8. Chase Quick Pay	5
9. Credit Card / Debit Card	6
10. Bill Pay	6

*** If you have any questions in making a payment, please don't hesitate to send us an email (if an order account has not been created for you), leave a message in your order account, or call us at 888.666.0969.**

1. Mail a Check

Please make the check payable and to: North America Immigration Law Group at
100 Phoenix Dr, East Building, Suite 301, Ann Arbor, MI 48108

**Due to COVID-19 pandemic, we have temporarily switched our office address to the one listed above for the purpose of receiving and sorting mails.*

Please make sure to include your **order ID # in the notes or memo section** of the check.

Here is an example of a check:

The image shows a check from North America Immigration Law Group. The check is dated 01/01/2015 and is payable to North America Immigration Law Group for \$2,400.00. The amount is written in words as "Two Thousand Four Hundred And 00/100 DOLLARS". The memo line contains the text "#1000". The check number is 1025. There are red arrows pointing to the date, the memo line, and the signature line.

2. Bank of America Counter Deposit

Here is an example of the deposit form if you are located in TEXAS.

The image shows a Bank of America Counter Deposit form. The form is for a "Checking / Savings Deposit - CA CREDIT". It includes fields for "Write Order ID #", "Name and Address", "Date", "Enter Date", "Telephone No.", and "Sign here if cash received". The address is "North America Immigration Law Group, 2723 S. State Street, STE 150, Ann Arbor, MI 48104". The telephone number is "888 666-0969". The account number is "488066403852". The form also includes a section for "All items received subject to terms and conditions of applicable laws, regulations and deposit agreement." and a section for "Save time in line and help us avoid errors. The next time you make a deposit, please use your pre-printed deposit slips for your account." The form has a grid for recording deposits and a total deposit field.

Here is an example if you are from a different state (including Michigan):

Bank of America		Write Order ID#		Out of State Counter Deposit		CREDIT	
1. Verify the customer name and account number on-line. 2. Mark the State Code for the domicile state/ entity of the account. 3. Write the 2-digit number in the Proof Code box below.				90 Customer Connecticut 82 (AZ) Arizona 34 (AR) Arkansas 84 (CA) California 76 (CT) Connecticut 70 (FL) Florida 58 (GA) Georgia 86 (HI) Hawaii 32 (IL) Illinois 31 (IN) Indiana 33 (IA) Iowa 35 (KS) Kansas 88 (ME) Maine 51 (MD) Maryland 77 (MA) Mass. 36 (MI) Michigan 34 (MO) Missouri 87 (NV) Nevada 51 (NH) New Hampshire 55 (NJ) New Jersey 39 (NM) New Mexico 81 (NY) New York 56 (NC) North Carolina 37 (OK) Oklahoma 97 (OR) Oregon 39 (PA) Pennsylvania 89 (RI) Rhode Island 57 (SC) South Carolina 63 (TN) Tennessee 74 (TX) Texas 52 (VA) Virginia 50 (WA) Washington 99 (WV) West Virginia			
Name		North America Immigration Law Group		Date		Enter Date	
Address		2723 South State ST., STE 150		PLEASE COMPLETE ALL INFORMATION AND PRESENT IDENTIFICATION.		Deposits may not be available for immediate withdrawal.	
City/State/Zip Code		Ann Arbor, MI, 48104		All items received subject to terms and conditions of applicable laws, regulations and deposit agreement.		Cash ▶ *	
X SIGN HERE IF CASH RECEIVED FROM DEPOSIT		Telephone (888) 666-0969		Checks ▶ *		Subtotal ▶ *	
Location/Store/Serial # (For Business customers only)		Proof Code		Account Number		Less Cash ▶ *	
540350139		30		488066403852		Total Deposit \$ *	

After the transfer is complete, please **upload a receipt** to the 'Additional Documents' section of your account.

3. Zelle

If you wish to send payments to our account via Zelle, please use one of the following email addresses:

boa@wegreened.com (Our Bank of America account)

billing@wegreened.com (Our Chase Bank account)

In the 'Send To' section, please enter 'NAMILG' (which stands for North America Immigration Law Group). If the name "Chen" or "Chen Immigration Law Associates" automatically pops up when our email is entered, you may leave this name for the transfer. If there is a daily limit, it is fine to send the total payment over the next few days.

For verification purposes, please make sure to include your **order ID # in the notes or memo section**. After the transfer is complete, please **upload a receipt** to the 'Additional Documents' section of your account.

4. Bank of America Mobile Transfer

If you are a Bank of America customer and wish to send us money using this option, please leave a message in your account to let us know and we will provide instructions. If there is a daily limit of \$1000, it is okay to send the total payment over a two or three-day period. Please note, this option may be unavailable from time to time if our account has reached its receipt limit.

After the transfer is complete, please upload a receipt to the 'Additional Documents' section of your account.

5. Wire Transfer

You can transfer money via a wire to Bank of America.

Our bank account information:

Account Name: North America Immigration Law Group

Account Address: 2723 South State ST., STE 150, Ann Arbor, MI, 48104

Bank Name: Bank of America

ACCT#: 488066403852

Routing# (for domestic wires): 026009593

SWIFT CODE (for international wires): BOFAUS3N

Please make sure to include your order ID # in the notes or memo section.

After the wire is complete, please upload a receipt to the 'Additional Documents' section of your account.

***Please note, our Bank of America New York wire transfer center address may automatically pop up when the Account Number and Routing Number are entered. You may leave this address for a wire transfer.**

6. ACH

If you prefer to make an ACH transfer, please refer to our information below:

Account Name: North America Immigration Law Group

Bank Name: Bank of America

Account#: 488066403852

Routing# (for ACH): 111000025

Please make sure to include your order ID # in the notes or memo section.

After the transfer is complete, please upload a receipt to the 'Additional Documents' section of your account.

7. Chase bank Counter Deposit



The image shows a Chase Counter Deposit slip. At the top left is the Chase logo. To its right is the word "DEPOSIT" in large, bold, black letters. In the top right corner, there are three checkboxes: "CHECKING" with a checked box, "SAVINGS" with an unchecked box, and "CHASE LIQUID" with an unchecked box. Below the Chase logo is a field for "Today's Date". To the right of that is a box labeled "Write Order ID# Here". Further right is the text "R/T 500001020". Below the "Today's Date" field is a line for "Customer Name (Please Print)" with the text "North America Immigration Law Group" written on it. To the left of this line is the word "DEPOSIT" written vertically. Below the customer name line is a line for "Sign Here (If cash is received from this deposit)" with an "X" marked on it. Below the sign here line is the text "N13060-CH (Rev. 07/12) 30485161 10/13". Below that is a line for "Start your account number here" with the number "0 0 0 0 0 5 5 1 6 3 8 6 2 5" written on it. To the right of the account number line is a vertical list of items: "CASH", "CHECK", "TOTAL FROM OTHER SIDE", "SUBTOTAL", and "CASH BACK", each with a right-pointing arrow. To the right of these items is a grid of boxes for recording amounts. At the bottom right of the grid is the text "TOTAL \$ 2 4 0 0 . 0 0".

Please make sure to **write your order ID number at the TOP of the slip.** After the counter deposit is complete, please **upload a receipt** to the documents section of your account.

**If "North America Immigration Law Group" does not work, it is okay to write our account name as "Chen Immigration Law Associates, P.C." as that is the original name of our firm.*

8. Chase Quick Pay

You can send us payment via Chase QuickPay in your online banking portal, regardless of whether you are a Chase customer or not.

- Log into your chase online account.
- Select the "Send Payments" tab
- Select "Chase QuickPay"
- Select "Send Money"
- Select "Add New Recipient"
- Enter "NAmILG" in the "New Recipient Name" text box.
- Enter billing@wegreened.com in the "Email Address" text box.
- Enter the amount and select send.

*Please note, the maximum amount of a transfer is \$2000 a day. It is okay to send the total payment over a two-day period.

Please make sure to **include your order ID # in the notes or memo section.** After the payment is complete, please **upload a receipt** to the documents section of your account.

9. Credit Card / Debit Card

You can request a credit card invoice and we will send you an email. You can click on the Stripe Checkout or PayPal links in the email to proceed with credit card checkout. Please note that there is a **2% service fee** for payments made via Stripe and a **2.5% service fee** for payments made via PayPal.

If you are using a monthly installment plan, for administrative convenience, we will ask you to make the payment via the Stripe online credit card payment method. For this payment method, you will just need to provide your credit card information and initiate the payment for the first installment. After initiating the first payment, the following installments will be charged automatically to your credit card each month for consecutive months, until all the monthly installments are completed. Please also note that Stripe charges a 2% service fee for each transaction.

10. Bill Pay

Account Name: North America Immigration Law Group

ACCT#: 488066403852

Account Address: 100 Phoenix Dr, East Building, Suite 301, Ann Arbor, MI 48108

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