



**ALPINE DANCE ACADEMY CREDIT CARD AUTHORIZATION FORM**

Student (s) Name (s): \_\_\_\_\_

I have authorized this transaction and hold Alpine Dance Academy harmless with respect to these instructions. It is understood and accepted that Alpine Dance Academy may verify my (the credit card holder's) billing address and deliver information directly to that billing address. It is further understood and agreed that I accept full responsibility for the amount due to Alpine Dance Academy, and I understand I will be held responsible for the amount due plus an additional \$20 fee if the charge is returned or should I reject the credit card charge for any reason.

Tuition/Month:  Reg Fee/Dues:  Month Applied:

**PRIMARY CREDIT CARD INFORMATION:**

First Month Charge:   
Recurring Charge:

CARD TYPE:  

CREDIT CARD NUMBER: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ \* CCV: \_\_\_\_\_

\*\*Expiration date AFTER 5/2019

COMPLETE MAILING ADDRESS  
\_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

**SECONDARY CREDIT CARD INFORMATION:**

CARD TYPE:  

CREDIT CARD NUMBER: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ \* CCV: \_\_\_\_\_

\*\*Expiration date AFTER 5/2019

COMPLETE MAILING ADDRESS  
\_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

I hereby authorize a series of recurring tuition charges to occur (1) time per month for a period beginning September 2018 and ending May 2019. (Initial)

I hereby authorize this card to be kept on file and used in future transactions. (Initial)

I understand I will not receive a monthly receipt. Receipts available upon request. (Initial)

I \_\_\_\_\_ authorize to charge my credit card for the above amounts. I understand that in the event of cancellation, a penalty may be assessed.

**Cardholder Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**ONLY US billing address accepted. No Corporate Cards or Rewards Cards are accepted.**  
Additional service charges may apply.

**Payment terms:** Credit Card will be charged between the 1<sup>st</sup> and 5<sup>th</sup> of the month in which Tuition is due. Additional items will be charged between the 1<sup>st</sup> and the 5<sup>th</sup> of the month following when Alpine Dance Academy received authorization for said charges.

**Withdrawals and Refunds:** No refunds are given for tuition or fees. In order to withdraw a student from the program or change a tuition payment a parent/guardian must submit changes in writing before the end of the month for changes to occur the following month. Changes in writing may be submitted by completing an ADA Withdrawal Form provided at the desk, or e-mail changes to [alpinedanceacademy@gmail.com](mailto:alpinedanceacademy@gmail.com). Once changes are received, tuition will be adjusted for the following month. No refunds will be given for charges processed previous to receipt of Withdrawal Form or e-mail. Students who stop attending class will continue to be charged until a signed withdrawal form is received.