

WHITFIELD & ASSOCIATES LLC

501c3 Services Order Form

Thank you for choosing Whitfield & Associates to help you get your 501c3!

Our fee for preparing your 501c3 application and other business registration documents is \$975.00. You may pay this in full upfront, or you may pay in three automatic monthly installments of \$330.00 (includes a \$5 administrative fee per payment).

Please visit our website at www.ChurchCPA.com to review the terms of our services and client responsibilities.

Please Print Legibly. Use Black or Blue Ink.

Company Name: _____

Street Address: _____

City/State/Zip Code: _____

Telephone #: (_____) _____ **Fax #** (_____) _____

Contact Person: _____

Contact Person's Email Address: _____

Check here if this 501c3 organization is a church

Is the organization already incorporated? No **Yes** **If yes, what is the incorporation year?** _____

I have set up a pre-authorized checking withdrawal agreement as follows with Whitfield & Associates LLC:

One payment of \$975.00

3 Monthly Payments of \$330.00 each

I agree to the above listed withdrawals from my checking account for payment. I hereby authorize Whitfield & Associates LLC to initiate debit entries to the bank account provided on the attached check.

This authorization will remain in full force as indicated above, unless Whitfield & Associates LLC has received prior written notice from me at least 15 days before the scheduled withdrawal is due to take place.

By signing this form, I understand I waive my right to receive additional prior notice of the deduction indicated above. I also authorize a \$25.00 service charge for returned unpaid drafts from my bank. I agree to the above-marked automatic checking debit and will abide by any charge that is accrued for insufficient funds.

Authorized Signature (Account Holder)

Date

Fax your voided check and this form to:
888-553-3170

Thank you. We appreciate the opportunity to serve you!