



## SAGE AUTOPAY AUTHORIZATION FOR ELECTRONIC CHECK

Dear Sage Customer:

Thank you for your interest in the Sage AutoPay system. When you're enrolled in Sage AutoPay, you never have to hassle with remembering your due date, writing checks, or calling in payments, and you still receive an easy-to-read monthly statement that shows all the details of your bill.

To set up automatic monthly payments from your checking account, please read the Terms and Conditions, fill out the form below, and fax the completed form and a copy of your voided check to our secured fax line at 866-529-1650, or mail them to the address below.

Your checking account will be charged each month for the total bill amount up to 4 business days before the due date on your bill. Your AutoPay payments will start on the next bill after we receive your form. If you require a quick method of payment for your current bill, we recommend using one of the "Pay One Time" options, either electronic check or credit card, on our website at [www.sagetelecom.net/account.html](http://www.sagetelecom.net/account.html).

If you need further assistance, please feel free to contact our Customer Service department at 888-449-4940, Monday through Friday, 6:00 a.m. to 10:00 p.m. CST; Saturday and Sunday 7:00 a.m. to 9:00 p.m. CST.

Thank you for allowing Sage Telecom to be your telecommunications provider.

### SAGE AUTOPAY E-CHECK TERMS & CONDITIONS

Please sign me up for Sage's AutoPay E-Check payment program. I authorize Sage Telecom to electronically deduct the Total Amount Due, as reflected on my invoice each month, from my bank account to pay my Sage bill. I agree to the following: I will receive an invoice or notice of an online invoice dated ten days before the due date; my invoice will show usage, service, taxes, and/or fees which may vary monthly; if my bank rejects a payment, Sage Telecom may charge a returned check fee, and I will be subject to Sage's late payment and/or suspension policies as then in effect.\* The Sage AutoPay E-Check electronic deduction from my bank account will occur up to four business days before the payment due date on my Sage Telecom invoice, and I will continue to pay my bill as usual until Sage AutoPay E-Check is fully initiated. My monthly Sage Telecom invoice will show the amount that will be electronically deducted from my bank account from month to month. I can request to cancel my Sage AutoPay E-Check payment authorization by calling Sage Telecom at 1-888-449-4940. If I cancel my Sage AutoPay E-Check payment authorization, I am responsible for paying the Total Amount Due on my Sage Telecom invoice each month. By providing the information requested by Sage Telecom to automatically deduct the Total Amount Due, as reflected on my invoice each month, from my bank account and by signing and returning the attached form, I acknowledge that I have read, understand, and agree to Sage's AutoPay E-Check Payment Program terms and conditions and thereby provide my Confirmation and Acceptance of this Agreement. These terms and conditions shall constitute my copy of my authorization to Sage Telecom to electronically deduct from my bank account each month the amount of the Total Amount Due on my Sage Telecom invoice once the Sage AutoPay E-Check electronic deduction is established and my agreement to ensure full payment of my invoice(s) until the electronic deduction from my account takes effect.

Fees as of 09/08 are: \*Arkansas NSF \$25, Late Fee \$5.00 on balances over \$50; California NSF \$25, Late Fee 1.5% of all outstanding balances; Connecticut NSF \$20, Late Fee \$5 on balances over \$50; Illinois and Oklahoma NSF \$25, Late Fee \$1.50 on balances over \$100; Indiana NSF \$20, Late Fee \$3.00 on balances over \$100; Kansas NSF \$30, Late Fee \$3.00 on balances over \$100; Michigan, Missouri, and Wisconsin NSF \$25, Late Fee \$6.00 on balances over \$50; Ohio NSF \$30, Late Fee \$6.00 on balances over \$50; Texas NSF \$30, Late Fee \$6.00 on balances over \$10.

----- (Please detach along dotted line) -----

*To sign up for automatic payments, fill out the form below. Fax the completed form and a voided check to our secured fax line at 866-529-1650, or mail them to the address below.*

<b>CHECKING ACCOUNT FORM FOR SAGE AUTOPAY</b>	
Please attach a voided check.	
Sage Acct #:	Name on Checking Acct:
Telephone #: (        )        --	Checking Acct #:
Please begin my AutoPay: <input type="checkbox"/> Immediately <input type="checkbox"/> On my next bill	Routing # (usually 1 <sup>st</sup> 9 digits on your check):
Authorized Signature:	

**Sage Telecom, Inc.**

3300 E. Renner Road, Suite 350    Richardson, Texas 75082-2800    (214) 495-4700    Fax (866) 529-1650