



**AUTHORIZATION AGREEMENT
FOR PREARRANGED PAYMENTS**



This is authorization from _____
(Client Name)

With a business address located at _____
to **Time & Payroll (a DBA for Averette Ventures, Inc.)**
to automatically debit customer's **Checking** **Savings**

Account # _____ **At the Branch of** _____ **in** _____
(Client Bank Account No.) (Financial Institution) (City) (State)

The Customer understands that they have the right to stop the debit transaction by notifying both their financial institution and Time & Payroll in writing before the account is charged. If an incorrect debit is applied to their account, the Customer has the right to request a refund for the incorrect amount by notifying their financial institution and Time & Payroll in writing within 15 calendar days of receiving a statement or notification of the charge, or 45 days after the transaction posting, whichever comes first. The notice must identify the erroneous entry, provide an explanation, and request the return of the amount if the financial institution and Time & Payroll verify the error. The Customer grants permission to the financial institution and Time & Payroll to investigate the error before taking any action to reverse the entry. The Customer agrees to act in good faith in all actions related to this Agreement.

The Customer agrees to ensure that funds for direct deposit are available in their account two days prior to the pay date. The Customer also agrees to promptly cover any charges or penalties imposed by Time & Payroll for returned items, insufficient funds, or other charges incurred. The Customer and the signatory of this Agreement are responsible for funding any returned items. This Agreement is non-transferable and non-negotiable by the Customer.

The signatory affirms that they have full authority to sign this Agreement, and agrees to indemnify and hold Time & Payroll, its officers, directors, shareholders, employees, and agents harmless from any claims, liabilities, losses, costs, or expenses, including legal fees, arising from (a) any actions or inactions by the Customer or their representatives regarding the payroll deposits, (b) any breach or misrepresentation in this Agreement, (c) any false information provided by the Customer or signatory, or (d) any failure to fulfill obligations under this Agreement.

This Agreement binds Time & Payroll, its successors and assigns, the Customer, and the undersigned individual, along with their respective successors, assigns, heirs, and representatives. This Agreement can only be modified through a written agreement signed by both parties. It will be governed by the laws of the State of North Carolina, without regard to its conflict of law's provisions. All notices related to this Agreement must be in writing and delivered either personally or by (i) a registered delivery service with confirmation receipt, sent to the address listed at the beginning of this Agreement, or (ii) via registered/certified mail with delivery confirmation, addressed to the respective parties as noted in their records or the initial Agreement. Notices will be considered delivered (i) on the date of delivery for personal or registered service, or (ii) on the date received for mail with confirmation.

The undersigned individual (referred to as "Guarantor") unconditionally guarantees to Time & Payroll and its successors that the Customer will meet all obligations under this Agreement and will make timely payments. In the event the Customer fails to meet these obligations, the Guarantor guarantees payment to Time & Payroll. The Guarantor waives all rights to notice regarding nonpayment or demand for payment from the Customer. This guarantee is ongoing and will remain in effect until it is revoked in writing by Time & Payroll or until the Customer's obligations under this Agreement are fully satisfied. The Guarantor's liability will be reduced only by payments made directly to Time & Payroll in the event of the Customer's default. The Guarantor agrees that their obligations are unconditional, regardless of the validity of this Guarantee or any waiver or consent by Time & Payroll concerning the terms of this Agreement.

(Client Company ID Number) (Guarantor Name) (Date)
To be filled out by Time & Payroll

(Signature) (Title)