NORTHWEST SCAFFOLD SERVICE, INC
9200 NE Halsey Street
Portland, OR 97220
Phone: 503-761-1172
Fax: 503-719-5729

Date: 04/10/2023
RE: Credit Card Service Fee of 3.5% effective 6/1/2023

Dear Valued Customer,

Northwest Scaffold Service, Inc. would like to inform you of a change that we will be making affective June 1st, 2023. We will be charging a 3.5% service fee on all invoices paid by credit card to cover the cost of this secure and convenient payment service.

If you wish to provide payment for your invoices in a different manner to avoid the service charge, we invite you to:

1. Mail your payment to our secure post office box at PO Box 33863, Portland, OR. 97292
2. Send your payment via ACH to our Banner Bank Account. Routing number: 323371076. Account number: 7606147424

Please feel free to send all remittance detail to: melody.t@northwestscaffold.com

We thank you and appreciate your continued business.

Sincerely,

Melody R Tanner

Melody Tanner
Office Manager/Senior Accountant/RMI

_____

Credit Card Number: _____

Expiration Date: _____/_____ CCV# _____

Name of Cardholder: _____

Business Name: _____

Billing Address of Card: _____

_____

Zip Code: _____

Phone Number: _____

Email Address: _____

Job # _____

Job Location: _____

_____

I agree for Northwest Scaffold to charge my Credit Card Ending in _____ **$_____** for the initial Erect, Dismantle and 28 Day Rent. At the end of my rental period if the equipment has not been returned yet an additional **$_____** will be charged to my card for continuing rent and again every 28 days until equipment is returned. I will be reimbursed for any overcharge if the equipment is returned before the end of the latest charge period. I further understand and agree to an additional 3.5% service fee with each billing to cover the cost of this secure and convenient payment service

Signature _____Date_____

Phone Approval By: _____ Date __

Customer requests to have us keep this card on file for future jobs

☐YES ☐NO