



6300 Twenty-Two Mile Rd.  
Suite Three  
Shelby Twp., MI 48317-2106  
(586) 323-1200  
(Fax) 323-3344  
Payroll@Payrite.com

## Direct Payment Services

THIS AGREEMENT entered into \_\_\_\_\_ by and between Payrite and \_\_\_\_\_, (the "Company").

The Company has requested that Payrite provide Direct Payment services as described herein. Now, therefore, in consideration of this request and the provisions contained herein, it is agreed as follows.

1. Direct Payment is a free service provided by Payrite that provides for the automatic payment of services incurred by Company.
2. Payrite will compute service fees and list the total of such fees on a reports provided to or made available to Company.
3. Company authorizes Payrite to collect any accumulated amounts due by electronic funds transfers ("ACH") from Company's account(s) as provided to Payrite from time to time.
4. The settlement date of electronic payments shall be the date of each normally scheduled payroll. In the event no payroll is produced for the last pay period of any month, then the settlement date shall be the last day of that month.
5. You release Payrite from any and all claims arising from the use of Direct Payment services.
6. In the event an ACH transaction is returned by Company's bank for non-sufficient funds, or any other reason, Company agrees to immediately make funds available to Payrite to cover the total amount of the returned funds plus a bounce fee to compensate Payrite for additional processing.
7. This Agreement may be terminated with ten (10) days written notice by either party.

**IN WITNESS WHEREOF, the Company has executed this Agreement by their duly authorized representative.**

### Company

By: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_