

Synapse House
Financial Agreement Private Pay – Form 20.08
Please read this agreement before signing. This agreement creates legal obligations.

Name of Person Served: _____

Name of Representative for Bill Payment: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Email Address For Invoice: _____

The Fee for Clubhouse In Person service is \$55.00 per day for private pay.

The Fee for Virtual Services is \$20.00 per session.

Individuals who exceed the authorized number of days or services as funded by a 3rd party, will be responsible for payment for those days or services not covered at the rate listed above.

Discounted rates are available upon request.

Payment

- a) Person served and/or representative agrees to assume and be liable for all charges of whatever nature incurred by or on behalf of the person served and to pay such charges as they become due. Payment is due within 45 days of receipt.
- b) The person served and/or their representative further agrees that any charges that are not paid within 90 days will be subject to a late charge of \$25.00. In the event the person served account is referred to an attorney for collection, the person served and/or their representative agrees to pay, in addition to all sums due, all reasonable attorney fees, court costs and all reasonable costs of collection.
- c) It is the responsibility of the Person served and/or their representative to provide a current address or email address for billing purposes.
- d) It is the responsibility of the Person served and/or their representative to alert the Director of any financial difficulties that affect the payment of provided services.
- e) It is the responsibility of the Person served and/or their representative to contact the 3rd party funder to obtain and/or extend their authorization. The frequency of services should be monitored to ensure that one does not exceed this or private payment will be required.
- f) The person served and/or their representative understand that the fee schedule is reviewed annually and will be notified, in advance of any changes in the fee schedule.
- g) For accounts that are 120 days delinquent, services may be suspended until payment is received.

Synapse House is a nonprofit organization that relies on timely payments to provide services.

Person Served Representative

Any person who signs this agreement on behalf of or in place of the person served shall be referred to as the Representative. By signing this agreement, the Representative accepts all terms of this agreement and agrees to perform all obligations set forth herein.

The Person Served and his/her Representative certify that each has read the agreement and received a copy of it and agree to all the provisions in this agreement. There are not representations made by Synapse House, Inc. or any of its employees or agents other than those set forth in this agreement.

Person Served or Representative Signature

Date