Terms & Conditions – Delinquent Invoice Collection Policy

Company Name: Premier Portfolio Services, LLC

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1. Payment Terms

1.1 All invoices are due according to the payment terms stated on the invoice or governing agreement (e.g., Net 15, Net 30).

1.2 Payment must be received in full by the due date indicated on the invoice.

1.3 Payments shall be made via approved payment methods as specified on the invoice.

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2. Late Payments

2.1 Any invoice not paid by the due date will be considered delinquent.

2.2 The Company reserves the right to assess a late fee of 3% per month or $50 flat fee on any unpaid balance beginning [30] days after the due date.

2.3 Interest may accrue on overdue balances at the rate of [3% per annum or maximum rate permitted by law], whichever is lower.

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3. Collection Procedures

3.1 The Company will make reasonable efforts to notify the customer of overdue balances via phone, email, and/or written correspondence.

3.2 Continued delinquency may result in escalation to a third-party collection agency or legal action.

3.3 The customer agrees to cooperate in resolving outstanding balances in good faith.

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4. Collection Costs

4.1 The customer agrees to pay all reasonable costs incurred in collecting delinquent amounts, including but not limited to:

- Collection agency fees
- Attorney’s fees
- Court costs
- Filing fees
- Administrative costs

4.2 Such costs shall be added to the outstanding balance to the extent permitted by law.

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5. Suspension of Services

5.1 The Company reserves the right to suspend or terminate services/products if an account becomes delinquent.

5.2 Suspension or termination does not relieve the customer of responsibility for unpaid balances.

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6. Disputed Charges

6.1 Any invoice dispute must be submitted in writing within [15] days of the invoice date.

6.2 Failure to dispute an invoice within this timeframe constitutes acceptance of the charges.

6.3 Undisputed portions of invoices remain payable according to the original terms.

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7. Returned Payments

7.1 Returned checks or rejected electronic payments may incur a fee of [$50].

7.2 The Company reserves the right to require certified funds for future payments after a returned payment.

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8. Personal Guarantee (If Applicable)

If the customer is a corporation, LLC, or other entity, the Company may require a personal guarantee from an authorized representative, making that individual personally liable for unpaid balances.

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9. Credit Reporting

The Company reserves the right to report delinquent accounts to commercial credit reporting agencies, where permitted by law.

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10. Governing Law

These Terms & Conditions shall be governed by and construed in accordance with the laws of the State of Florida.

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11. Severability

If any provision of these Terms is found unenforceable, the remaining provisions shall remain in full force and effect.

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12. Amendments

The Company reserves the right to amend these Terms & Conditions at any time. Updated versions will be posted on the Company’s website or provided in writing.