

## The Children's Advocate<sup>®</sup>

### Payment Terms and Conditions.

Services fees are invoiced in full upon receipt of a booking, with payment terms of The Children's Advocate (TCA) LLC, except as otherwise specified on the applicable Services Schedule. The fees specified in the Services Schedule are the total fees and charges for the services and will not be increased during the term of the Services Schedule except for if hours serviced exceeds hours contracted/paid. Requested days are considered "booked" once payment of service fees is received. Payments that are not submitted within 48 hours of requested service date could result in the rescheduling of a preferred date.

Client is responsible for all applicable federal, state and local sales, use or other taxes due on the services rendered hereunder, except for taxes based on TCA's income. If any change affects the time or cost of performance under the applicable Services Schedule, an adjustment in the time and/or compensation to be paid thereunder shall be agreed to in writing by the parties before such modification shall be effective.

The Children's Advocate shall be additionally compensated for supervised ticketed events, travel, and necessary parking expenses specified in the Services Schedule, if any. If dates TCA is scheduled to be onsite are changed or cancelled by Client within 24 hours (local) or fourteen (14) days (out-of-state) of the scheduled date, Client shall be assessed a cancellation fee of 50% amount of requested service (s) (local) and 100% (out-of-state) in addition to any (out of state) travel related fees and penalties were applicable. Clients that are scheduled for recurring bookings are responsible for the series of bookings upon receipt in full. Daily service payments are not allowed.

Payments are nonrefundable and are only subject to one-time rescheduling credit within a 14-day notice. All reschedules are given 30 days to apply credit to next booking.

Thank you for your business. We are grateful for your trust in our expertise here at U Source Me, LLC. If you are satisfied with your services, please leave a 5-star review at [www.facebook.com/usourceme](http://www.facebook.com/usourceme)

Any questions or concerns, please call 678-829-2355 or email [info@thechildrensadvocate.com](mailto:info@thechildrensadvocate.com)

Advocating with love,

*Dr. Arkeria S. Wright*

Dr. Arkeria S. Wright  
Founder, CEO