



DISCOVERING
ABILITIES TOGETHER

Interpreting Services
Nonesuch River Plaza
51 U.S. Rte. 1, Ste. G
Scarborough, ME 04074

VOICE/TTY
207.885.0536

FAX
207.885.0076

BILLING AUTHORIZATION FORM

(Please check one) New Requestor Application Billing Information Update

Billing Information

Name of Business: _____

Billing Contact: _____ Phone: _____ Fax: _____

E-mail Address: _____

Address: _____

Address 2: _____

City, State, Zip: _____

Payment Information

Pine Tree Society sends out monthly statements that serve as our invoices. The statement will contain all the pertinent information needed to pay the bill.

If you have any questions concerning your statement or you would like to pay by credit card please call the business office at 207-443-3341.

Requestor's signature confirms all of the above information is correct and agrees to be responsible for all charges incurred related to the interpreting assignment in accordance with Pine Tree Society Interpreting Services' prices, policies and procedures outlined in our information packet. Your request for an interpreter will be pending until we have received your authorization. Submission of this completed application is your authorization to bill.

Pine Tree Society Interpreting Services payment terms are Net 30 days unless otherwise indicated.

Name & Title: _____

Signature: _____ Date: _____