



Greetings Accounting Department,

We would like to take a moment to explain how we do our billing. We operate on a check request payment system only. Below, you will see our procedure.

Many Thanks,

Rich Reams

Managing Member, GA PropSource LLC.

## RENTAL PAYMENT AGREEMENT

GA PropSource operates under a Net 30 check request payment system ONLY. This 30 – day period begins on the day an invoice is emailed to the production. Any invoice that is not paid in full within a 30 – day period will incur a late fee of 10 % each month that payment is past due.

Should any issue arise in the process of obtaining a check for an invoice, it is the production's responsibility to contact GA PropSource accounting to discuss alternate payment options.

GA PropSource accounting can be reached at **(404) 900 – 7800**.

If new terms are reached and payment is not received by the agreed date, the invoice will incur a late fee of 10 %.

A signed copy of this agreement must be on file with GA PropSource before any rentals maybe made by the production. A signed copy of this agreement must be emailed to GA PropSource at **orders@gapropsource.com**

**Billing Company Name:** \_\_\_\_\_

**Production Name:** \_\_\_\_\_

**Production Address:** \_\_\_\_\_

\_\_\_\_\_

**Accountant Name:** \_\_\_\_\_

**Accountant Phone:** \_\_\_\_\_

Please sign below noting that you have received, read and understood the terms of this agreement.

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_