

By agreeing to and accepting services from Central Michigan University (CMU), I acknowledge and accept full financial responsibility on behalf of the business/nonstudent or organization identified in this agreement for all charges incurred for services rendered by CMU. I understand and agree with the following terms:

Payment Terms Payment for all services is due within 30 days from the date the charge is applied to the account. All unpaid balances are subject to CMU's published late fee policy found here: [CMU Late Fee Policy](#)

Method of Billing CMU will issue one invoice from the originating campus department. No additional billing statements will be provided by the Student Account Services and University Billing Office. You may view your account detail and due dates by logging in at [View Account Detail and Due Dates](#).

Communication : I authorize CMU and its agents to contact me and any employee at my business regarding any debt owed by my business to CMU, including account balances, due dates, collection activity, call-back numbers, and related messages if I am unavailable. Contact may be made via phone calls (including automated or pre-recorded calls and text messages), emails, or other electronic communications. I understand that I can withdraw consent to receive automated calls to my cellular telephone by following the instructions provided during such calls or by calling 877-698-3262.

Due Date Reminders A courtesy reminder of the monthly due date will be sent to the email address provided in this agreement. However, non-receipt of a reminder does not relieve the business or organization of its financial obligations.

Returned Payments If a payment made to my account is returned by the bank for any reason, I agree to repay the original amount plus a returned payment fee of \$25.00.

Billing Errors I understand that administrative, clerical, or technical billing errors do not absolve my financial responsibility to pay the correct amount billed, including associated late fees. This includes refunds I may receive as a result of a posting error on my account.

Collections I understand that if payment is not received by the due date, the account may be referred to an external collection agency. I further understand that if CMU refers my account to a third party for collection, a collection fee will be assessed and will be due in full at the time of

the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law, but not to exceed 28% of the outstanding amount. For purposes of this provision, the third party may be a debt collection company or an attorney. If a lawsuit is filed to recover an outstanding balance, I shall also be responsible for any costs associated with the lawsuit such as court costs, attorney's fees, and/or other applicable costs. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

Entire Agreement This agreement supersedes all prior understandings, representations, negotiations and correspondence between the business/nonstudent or organization and CMU, constitutes the entire agreement between the parties with respect to the matters described, and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by CMU if the modification is signed/e-signed by me or if continuation of services after notification of modified agreement occurs. Any modification is specifically limited to those policies and/or terms addressed in the modification.

This agreement shall be governed by and construed in accordance with the laws of the State of Michigan. Any legal actions arising from this agreement shall be brought in the courts located in the State of Michigan.