



Phone: 877-262-3712
Fax: 866-274-0406

Advanced Billing Solutions, LLC

Invoice and Monthly Statement Pricing Sheet

Our goal is to create a **flexible and customized invoice and statement solution** for your specific needs.

Statements will be completed and mailed to your office 3 business days after receiving all materials from your office.

Set Up Customer Database & Statement Customization One Time Fee: \$199 (waived)

The Set Up Fee includes:

- ✓ Design and Customization of Client Invoice/Statement.
- ✓ Importing/Creating Customer Database
- ✓ Customization of Cover Letter & Envelope (if required)

Basic Billing Package \$29 per month + \$1.05 per statement

The Basic Billing Package includes the following services:

- ✓ Monthly client statements prepared from notes you provide.
- ✓ Completed statements and original documents mailed (Priority Mail) to your office.

Standard Billing Package \$39 per month + \$1.25 per statement + postage

The Standard Billing Package includes the following services:

- ✓ Basic Billing Package, plus...
- ✓ Completed statements mailed directly to your clients (First Class) along with payment return envelope.
- ✓ Monthly Financial Reports prepared and sent to your office.

Please review this proposal. We will follow up by phone to discuss the particulars of this proposal with you in a few days.

In the meantime, we are happy to answer any of your questions.

You can contact us by phone (877-262-3712), or by sending us an email: michael@yourbillingservice.com.

Please note that we currently accept checks and credit cards for payment.

Web: www.YourBillingService.com ~ **Email:** michael@yourbillingservice.com



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Credit Card Payments

Credit card payments will be auto-billed on the 15th of the month following the month services are rendered (i.e. the August billing cycle will be billed on September 15th).

Checks & Invoices

Invoices for services rendered will be mailed on the 16th of the month following the month services are rendered (i.e. the August billing cycle will be billed on September 16th). Payment terms for checks are 7 business days from the invoice date.

**We look forward to providing client billing services and/or
statement creation services for your business.**

Name

Date

Confidentiality Notice

Advanced Billing Solutions, LLC agree to keep all of your client information and other material you provide in strictest confidence. The terms of this confidentiality agreement will remain in force, even after the termination of the billing program selected.