



SIGNATURE AGREEMENT

Client Name _____

NETCHEX

Client Contact _____

1155 Highway 190 East Service Road

Address _____

Suite 2

Covington, LA 70433

Client has asked NETCHEX to impress the facsimile signature of an authorized signer upon each Payroll Check and Tax Agency Power of Attorney prepared for client.

NETCHEX hereby acknowledges the receipt of a sample of an authorized Client Signature which Client requests that NETCHEX have made into a computerized signature image – see attached Signature Sheet.

NETCHEX will take precautionary steps to protect the use of Client’s computerized image, but Client will be responsible for verifying promptly all checks and journals prepared by NETCHEX in order to verify their accuracy and propriety.

Client waives any claim against NETCHEX for loss or damage which Client may sustain as the result of the improper or erroneous use of the computerized image or the checks prepared with it, unless such claim arises from the fraud or dishonesty of a NETCHEX employee or agent (and provided there is no complicity on the part of Client’s employees or agents). Any claim for loss or damage must be made by Client within 45 days of the date on which the check(s) which resulted in the loss or damage were prepared. Claims made after that time will not be paid. Client acknowledges that protection against loss or damage not covered by this Agreement is Client’s responsibility. Client may cover this risk with an appropriate policy of depositor’s forgery insurance.

NETCHEX will begin providing Check Signing after receiving the computerized image. If NETCHEX is already providing Check Signing to Client, then this Agreement shall govern the terms under which Check Signing will continue.

NETCHEX will begin filing completed Federal, State, and Local Tax Agency Power of Attorney forms after receiving the computerized image. NETCHEX will only file Power of Attorney forms for agencies provided by client. Client must provide for each agency filing: the agency name, account number, and applicable rate (if required).

Client or NETCHEX may terminate this Agreement at any time upon written notice effective upon receipt by the other party. Upon termination, NETCHEX will delete the computerized image from NETCHEX’s computer files.

The person signing this Agreement on behalf of Client warrants that he/she is duly authorized to sign this Agreement on behalf of Client.

This Agreement will be governed by the laws of the State of Louisiana.

Client

NETCHEX

Client Authorized Signature

NETCHEX Authorized Signature

Print Name

Print Name

Date

Date



SIGNATURE SHEET

PLEASE SIGN WITHIN THE BOUNDARIES of the appropriate boxes making sure that all 3 boxes are filled out. With double signatures, please be sure that BOTH signatures are written in all 3 boxes. To be assured of a clear signature, please sign as neatly as possible.

USE BLACK INK ONLY

Signatures done in other color ink may be rejected.

Single Signatures

All three boxes must be signed.

Double Signatures

All three boxes must have both signatures.

PLEASE DO NOT FAX SIGNATURES.

*EITHER SIGN, SCAN AND EMAIL
BACK OR MAIL ORIGINALS TO THE
BELOW ADDRESS.*

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