



HelpTech

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# Order & Renewal Guide

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

## Step 1: Practice Information

Practice Information	
Customer Name	
Address	
Contact Name	
Email	
Contact Phone number	
Authorized Dealer Information	
Dealer Name	
Address	
Contact Name	
Email	
Contact Phone Number	

**Step 2: Pick Your Plan**

Subscription Service & Storage Level	Annual Pricing	Quantity	Billing Frequency		Ext. Price
<b>HelpTech</b>			<b>Monthly</b>	<b>Yearly</b>	
250GB	\$995.00				
500GB	\$1,195.00				
1TB	\$1,495.00				
<b>HelpTech Plus</b>			<b>Monthly</b>	<b>Yearly</b>	
250GB	\$1,295.00				
500GB	\$1,395.00				
1TB	\$1,650.00				
				Subtotal	
				Sales Tax %	
				<b>Total</b>	

**Step 3: Complete HelpTech Billing Form**

Cardholder Name:	
Billing Address:	
Credit Card Type:	
Credit Card Number:	
Expiration Date:	
3-Digit Identification #:	
Amount to be Charged:	

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I hereby authorize TI-BA Enterprises, Inc. in Rochester, NY to charge the agreed amount listed above to my credit card provided herein on the 1st day of each month, or annually as specified in the terms above. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I understand that this authorization will remain in effect until I cancel the agreement in writing with TI-BA Enterprises, Inc. of NY. In addition, I agree to notify TI-BA Enterprises, Inc. of NY of any changes to my payment information at least 10 days prior to the next payment authorization period (billing date) by calling (585) 247-1212 or emailing [sales@ti-ba.com](mailto:sales@ti-ba.com). I am the authorized user of this payment card and will not dispute the scheduled payments outlined above.

**Step 4:** Email completed Order Form to: [orders@ti-ba.com](mailto:orders@ti-ba.com) or Fax to 585-247-1395



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