



# PAYEE PAYMENT AGREEMENT FORM

The New Hampshire School of Mechanical Trades, INC.  
7 Perimeter Road, Manchester, NH 03103  
(603) 622-6544 | www.NHTRADESCHOOL.com

“BUILD A HANDS ON FUTURE TODAY WITH THE NH SCHOOL OF MECHANICAL TRADES”

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

*Student Information*

Applicable for multiple persons enrolled at our school. Invoice # \_\_\_\_\_ See attached invoice.

Student Name: \_\_\_\_\_

Course Title: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

*\*Student Signature is not needed if there are multiple persons and the box above has been selected.*

*Payee Information*

Main Contact Person: \_\_\_\_\_ *If Applicable* Billing Contact Person: \_\_\_\_\_

Direct Phone: ( ) - \_\_\_\_\_ Direct Phone: ( ) - \_\_\_\_\_

Direct Email Address: \_\_\_\_\_ Direct Email Address: \_\_\_\_\_

*If Applicable*

Company Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: ( ) - \_\_\_\_\_ Fax: ( ) - \_\_\_\_\_

**Payee Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

*Tuition Information*

Tuition: \$ \_\_\_\_\_ Books and Lab Fees: \$ \_\_\_\_\_ Testing Fees: \$ \_\_\_\_\_ Other Fees: \$ \_\_\_\_\_

Note: \_\_\_\_\_

**Total Tuition Owed: \$ \_\_\_\_\_**

*Payment Options*

**Payment Plans:** (\*Payment Plan Requirement)

\*Down payment: \$ \_\_\_\_\_

\*Payment Schedule: (Select one below if Payment Plan has been selected)

Weekly Amount: \$ \_\_\_\_\_  Biweekly Amount: \$ \_\_\_\_\_  Monthly Amount: \$ \_\_\_\_\_  Quarterly Amount: \$ \_\_\_\_\_

**Partial Payments:**

The Payee is responsible for the amount of \$ \_\_\_\_\_, and the Student is responsible for the remaining amount of \$ \_\_\_\_\_.

Note: \_\_\_\_\_

We accept Credit Cards, Checks and Cash. Customized Auto payments can be set up with a Credit or Debit card. Checks should be made out to The NH School of Mechanical Trades or NHSMIT.