



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”

Please fill out the following information if the Student is not responsible for the FULL tuition of his or her course.

Check If Applicable for multiple persons enrolled at our school. Invoice # _____ See attached invoice.

Course Title: _____

Start Date: _____

End Date: _____

Duration: _____

Tuition Cost	\$
Books & Lab Fees	\$
Testing Fees	\$
Other Fees	\$
Total Tuition	\$

Payment Options

Partial Payments:

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

Note: _____

Payment Plans: (*Payment Plan Requirement)

*Down payment: \$ _____

*Payment Schedule:
(Check one on the right if Payment Plan has been selected.
Suggested payment plan is indicated on the student enrollment form.)

<input type="checkbox"/> Weekly Amount	\$
<input type="checkbox"/> Biweekly Amount	\$
<input type="checkbox"/> Monthly Amount	\$
<input type="checkbox"/> Quarterly Amount	\$

Student Information

Student Name: _____ Mailing Address: _____

Phone: _____

E-mail: _____

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: _____

By signing this document the Payee is taking on the responsibility of the amount agreed upon, listed above, towards the Students' tuition cost.

Student Signature: _____ **Date:** _____

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

Payee Signature: _____ **Date:** _____

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