

ALLEGAN COUNTY CLERK

BOB GENETSKI

113 Chestnut Street
Allegan, MI 49010
Tel: (269) 673-0300
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TRANSMITTAL FORM

YOU MUST COMPLETE THIS FORM OR DOCUMENTS WILL NOT BE PROCESSED

Visa/MasterCard/Discover Card/Am-Ex # _____

Expiration Date ___ / ___

3 Digit Security PIN ___

Name as it appears on card _____

Authorized Signature _____

(Cardholder acknowledges receipt of goods and/or services and agrees to perform the obligations set forth in the Cardholder's agreement with issuer)

Number of pages (limit 50) _____ Case name or number _____

E-mail Confirmation _____ @ _____

(Confirmation is for payment receipt ONLY. Signed orders will not be confirmed by e-mail.)**

Cardholder Information

Address _____
City _____ State _____ Zip _____
Business Phone: _____ Fax # _____
Contact Person (regarding problems) _____

Special Instructions: _____

A copy for Friend of the Court will be made and charged at the rate of \$1.00 per page when required.

Service fees vary based on amount of payment:

\$0.01 - \$50.00.....	\$1.75
\$50.01 - \$75.00	\$2.00
\$75.01 - \$100.00	\$3.75
\$101.01 - \$150.00	\$5.75
\$150.01 - \$200.00	\$7.25

**When orders are submitted for signature, one copy to return (\$1.00 per page) and a return envelope (\$2.00) will be made.
*Do **NOT** mail a hardcopy of faxed documents, the faxed copy is deemed the original.
*We are **NOT** Responsible for documents that are considered delinquent at the time of transmitting.