

RETAINER AGREEMENT AUTO-RENEWAL STATEMENT

Statement Number: _____

Statement Date: _____

Billing Cycle Period: _____

BILL TO

AUTO-RENEWAL NOTICE

This retainer automatically renews in accordance with the terms of the original agreement. The authorized payment method on file will be charged automatically on the renewal date.

Current Term Ends: _____

Auto-Renewal Date: _____

Next Term Period: _____

RETAINER SERVICE DESCRIPTION	BILLING CYCLE	RATE	AMOUNT

Subtotal: _____

Tax / VAT: _____

Total Amount Due:

AUTHORIZED AUTOMATIC PAYMENT METHOD

Thank you for your continued business. For inquiries regarding your retainer terms or to update your payment method, please contact billing.