



Payment terms and billing process

Commercial clients — LesyPassion Inc.

These terms apply to all orders placed by our commercial clients (distributors, ambassadors, partner boutiques) through our collaborator portal lesycollab.com. This document outlines the full process, from order to payment.

Process overview



Payment term

Invoices must be paid within **30 days of delivery**.

Accepted payment methods

Cash — Payable at the time of delivery.

Cheque — Handed over at delivery, or mailed to the following address: 78 Marie-Antoinette Street, Blainville, QC J7C 0T1

Interac e-Transfer — To the email address: info@lesypassion.com — please include your invoice number in the transfer message.

Credit card — A secure payment link is available on your invoice by scanning the QR code.

Bank deposit — Our banking details are available via the secure payment link on your invoice (QR code → Pay now → Bank transfer).

Understanding your invoice

Every invoice includes the same key details. Here's where to find them:

 **Due date**
Marks the start of late fee calculations, 30 days after delivery.

 **Payment reference**
A unique reference per invoice — different from the invoice number. Use it for any transfer.



QR code

Secure payment link for credit card or bank deposit.



Terms and conditions

Link to the full terms, included at the bottom of every invoice.

Late fees

Any invoice not paid by its due date bears interest at a rate of **1.5% per month (18% per year)**, calculated on the outstanding balance from the day after the due date until payment in full.

- These fees are calculated solely on the outstanding principal amount and are not compounded (interest already billed does not itself accrue interest).
- Applicable late fees are billed separately, generally on a monthly basis, and are added to the balance due without affecting the original invoice.

Questions about your invoice or payment?

Contact us by email at **info@lesypassion.com** or by phone at **(514) 701-3633**. We will respond to your request as soon as possible.

These terms may be updated at any time; the version in effect is always the one published at lesycolab.com/en/modalites-de-paiement.