



CLASSIC PROPERTY MANAGEMENT

ENROLLMENT IN THE ELECTRONIC ASSESSMENT PAYMENT SERVICE

Electronic payments for fixed normal monthly charges will be made from your bank around the **10th** of each month. Nonrecurring amounts such as late charges or fines charged to your account must be paid by check. The amount of the electronic payment will increase or decrease based on the Association fee changes adopted by the Association. You will receive a monthly statement in order to keep you updated on your account status. If your Association has a special assessment billed on any given month, the transfer will include that amount.

- Your account must be in a current status (owing only the current period) to be eligible.
- A voided check must be stapled to this enrollment form.
- A transfer dishonored by your bank will automatically cancel the electronic transfer on your account.
- Request to restart the electronic payment after a cancellation will be subject to a \$10 re-instatement.

PRE-AUTHORIZATION ELECTRONIC ASSESSMENT PAYMENT AUTHORIZATION

STAPLE VOIDED CHECK HERE

Association Name _____ Account # _____
Name (1) Last _____ First _____ Middle Initial _____
Name (2) Last _____ First _____ Middle Initial _____
Property Address _____
Phone # _____ Work # _____

I/We hereby authorize Classic Property Management as agent for the Association named above, to initiate debit entries to my/our checking account indicated below at the depository named below hereafter referred to as DEPOSITORY to debit same to such account.

Depository Name _____ Branch _____
City _____ State _____ Zip _____

This authority is granted in accordance with the contract of the Association. This authority is to remain in full force and effect until Classic Property Management has received written notification from me (or either of us) of its termination in such a manner as to afford Classic Property Management a reasonable opportunity to act on it.

Signed _____ Signed _____ Start Date _____

This authorization will not be processed without a voided check attached.