

**ACH - Preauthorized Electronic Assessment
Payment Services Authorization Card (please print)**

ASSOCIATION NAME(S) _____ Assoc Acct Number _____

NAME(S) LAST FIRST MI

ADDRESS _____

CITY STATE ZIP

DAYTIME PHONE NUMBER _____

EMAIL ADDRESS – PLEASE TYPE OR PRINT CLEARLY

I (we) hereby authorize **Elite Property Services** hereinafter referred to as MANAGER, as agent for the association named above to initiate debit entries to my (our) checking/savings account at the depository (your bank) named below, hereinafter referred to as DEPOSITORY, to debit the same to such account.

DEPOSITORY NAME (Your Bank)

I have a check on file: If not, send voided check.
Last 3 digits of Checking Account Number: _____

This authority is granted in accordance with the terms and conditions of the MANAGERS Preauthorized Electronic Assessment Payment Service Agreement & Disclosure Statement receipt of which I hereby acknowledge. This authority is to remain in full force and effect until MANAGER has received written notification from me (or either of us) of its termination in such manner as to afford MANAGER a reasonable opportunity to act on it.

Additionally, I (initial Here) _____ agree to allowing ANY PAST DUE AMOUNT to be drafted via ACH the first month.

SIGNATURE or Assoc Acct Nnbr (REQUIRED) _____ DATE _____

E-statement & E-Doc Signup

I hereby agree to receive the monthly assessment statement & E-Documents via email delivery to the email address above:

SIGNATURE or Assoc Acct Nnbr (REQUIRED) _____ DATE _____

ATTACH VOIDED CHECK WITH THIS AGREEMENT AND FAX OR MAIL BOTH TO ELITE PROP. SVC.:

Preauthorized Electronic Assessment Payment Service Agreement and Disclosure Statement

for Electronic Payment of HOA Assessments

Agreement & Disclosure

Preauthorized charges to your account will be processed, when due, for the amount of your regular assessment payment (and any applicable back payments on the initial month's draft) ; or less if applicable. Payments so collected will be deposited to the checking/savings account of your ASSOCIATION, maintained with Metro Phoenix Bank.

There may be changes to the assessment amounts and/or due dates in accordance with the ASSOCIATION'S governing documents and applicable statutes including notification requirements of the ACH (Automated Clearing House) rules.

We reserve the right to make changes in the agreement at any time. We may cancel Preauthorized Electronic Assessment Payments or change depository bank at any time without cause and you can terminate this agreement at any time by giving sufficient written notice.

RETURN TO:

Elite Property Services
P.O. Box 28139
Santa Ana, CA 92799
PH: (714) 357-9111
(877) 569-6132 Fax
Elite@EliteHOA.com

Preauthorized Electronic Assessment Payment Services

What:

Elite Property Services through Metro Phoenix Bank offers association homeowners an opportunity to pay their regular association assessments using automated electronic payments. Preauthorized electronic payments mean that homeowners can pay their assessments automatically without writing checks, thus eliminating the potential for late payments. In addition, the association is assured prompt, predictable payments to help better manage funds. This program is available to all homeowners regardless of where they bank.

How:

The preauthorized electronic assessment payment service uses the Federal Reserve System's Automated Clearing House (ACH) to facilitate electronic transfers from homeowner checking/savings accounts directly into the association's bank account. Funds are transferred between the 5th and 10th day of the month and appear on the homeowner's bank statement each month. Information regarding payments is reported to the association's management or bookkeeping company on the same day funds are deposited to the association's account.

If you have questions or need further information, please call our Homeowners Association experts at:

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