

ACH Debit Authorization Form

I, _____, hereby authorize The Woods at Elm Creek Homeowners Association (HOA) to initiate Automated Clearing House (ACH) debit entries to my checking/savings account (select one) indicated below and the financial institution named below, hereafter referred to as "Bank," to debit the same to such account.

Bank Name: _____

Routing Number: _____

Account Number: _____

Authorized Debit:

I authorize The Woods at Elm Creek HOA to initiate an ACH debit from my account on June 30 of each calendar year for the amount of the annual dues approved by the Board of Directors of the HOA.

I understand that if any ACH debit is returned unpaid, my financial institution may charge me a fee for the return, and The Woods at Elm Creek HOA may charge me a \$30 fee for any overdrawn account. I also understand that if any ACH debit is returned unpaid, The Woods at Elm Creek HOA may attempt to re-initiate the debit up to two times and that my financial institution may also re-present the debit up to two times.

Primary Contact Information:

Primary Contact Name: _____

Primary Email: _____

Primary Phone: _____

Lot Address: _____

This authorization is to remain in full force and effect until The Woods at Elm Creek HOA has received written notification from me of its termination in such time and in such manner as to afford The Woods at Elm Creek HOA and Bank a reasonable opportunity to act on it.

Printed Name: _____

Signature: _____

Date: _____

Please select one of the following two options for annual invoices:

- Electronic Billing: I elect to receive my annual dues invoice via my primary email written above.
- Paper Billing: I elect to receive my annual dues invoice via mail.

Please select one of the following two options for your preferred payment method:

- ACH Payments: I elect to pay my annual dues through ACH debits.
- Mailed Payments: I elect to mail in my annual dues payment.