



**BANK DRAFT AUTHORIZATION & AGREEMENT
FOR HOMEOWNER ASSESSMENTS (HOA DUES)**

Complete and sign this form and attach, or scan for emailing, a VOIDED check. If a check is unavailable, include the Account number and Routing number in the spaces provided. Email or mail to us by the 20th of the month, prior to the month you tell us to begin this method of paying your HOMEOWNER ASSESSMENTS (HOA Dues).

Authorization and agreement: I authorize Wake HOA Management to draft my account (ACH), which will occur between the 5th and 8th of the month due, for my HOA dues.

I UNDERSTAND AND FULLY ACCEPT THAT ANY BALANCE DUE ON MY ACCOUNT PRIOR TO THE DATE WE BEGIN THIS AGREEMENT WILL NOT BE PART OF THIS ARRANGEMENT AND NEEDS TO BE HANDLED SEPARATELY.

Late fees, NSF fees, fines and other charges to my account are not included in this auto draft agreement. Those and other charges will be paid by me with check, or through my HOA PAY ONLINE account.

I am aware that if I sell my home or change bank accounts it is **MY RESPONSIBILITY** to notify **Wake HOA Accounting Department immediately** of the change.

Name _____

Property Street Address _____

City, State, Zip _____

Name of Homeowners Association (HOA) _____

Bank Name _____ Month to begin draft _____

If no voided check is attached, you must include the following:

Account # _____ Routing # _____

Signature to confirm Account and Routing #'s _____

As part of this agreement, a VOIDED CHECK is required and attached if mailed or scanned and attached if emailed. If a VOIDED CHECK is not available, Account # and Routing # are included above.

Signature

Date

Owner Mailing Address