



Hall Associates
I N C O R P O R A T E D
Commercial Specialist Since 1975

Automated Payment of Association Dues

Authorization I (We) authorize Hall Associates Inc and the financial institution listed below to initiate entries to my account on or about the 8th day of the month for the amount of the monthly association dues as established by my homeowner's association. In the event the 8th falls on a Saturday, the draft will occur on Friday the 7th, if the 8th falls on a Sunday or Holiday the draft will occur the next business day. Special assessments that are spread over a twelve-month period will also be drafted along with the monthly dues.

Special Assessments not paid monthly Special assessments that are not spread over a twelve-month period must be paid by check unless written authorization is received by Hall Associates Inc. to draft the assessment amount.

Changes in dues After written advance notice to homeowners, changes in monthly dues will automatically be reflected by appropriate changes in the monthly draft.

Cancellation Written authorization must be sent to Hall Associates Inc. to cancel any portion of the draft. In the event more than 2 insufficient fund returns are made on any homeowners account, there will be a \$35.00 fee per occurrence and automatic draft payments will be suspended and future payments will be made by check or money order. If Hall Associates Inc. ceases to manage your Association, notice will be sent and all bank drafts will be automatically cancelled. New drafting information will be arranged by your new managing agent.

Your Name _____

Association _____

Address _____

Financial Institution _____

Transit Routing No# _____ **(Left Bottom of Check)**

Checking Account No# _____

Savings Account No# _____

Signed _____ **Date** _____

Month to Start _____

Attach a voided check for verification and return this form with voided check to the address below: