



# Hoffmann & Associates

## AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

Assn Name: \_\_\_\_\_ Assn ID # \_\_\_\_\_

Owner Name: \_\_\_\_\_ authorizes Association to initiate debit entries to the checking account indicated below at the financial institution name below and to debit the same to such account. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. **Note: Your account must be current before we will start ACH debits. By signing this form, you are guarantying that you will maintain your account in a current status. Any charges to your account other than monthly dues will NOT be covered by ACH. You will have to pay these charges separately. Only monthly dues will be auto debited. Any fines, fees, or other charges to your ledger must be paid separately by you.**

Debit my account on or about the 15<sup>th</sup> of each month beginning \_\_\_\_\_  
(Note: If you do not put in a start date, we will start as soon as allowable when we receive your form)

Bank name: \_\_\_\_\_ City \_\_\_\_\_

Routing # \_\_\_\_\_ (9 digits)

Full Account # \_\_\_\_\_

This authorization is to remain in full force until the Association, through its management company, Hoffmann & Associates, is provided written notification to cancel in such time and in such a manner to afford the management company/association and financial institution reasonable time to comply. **The Association, through Hoffmann & Associates, reserves the right to cancel this agreement if the account is in arrears.**

Name \_\_\_\_\_ Owner Code \_\_\_\_\_  
(Please print) (To be completed by management company)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Monthly amount \_\_\_\_\_ (Note: When monthly dues amounts change, management company will automatically make the adjustment to your auto debit).

Fax or mail form to: Hoffmann & Associates, 7926 Old Seward Hwy #B4, Anchorage, AK 99518. **Keep a copy for your records.**

**Please attach a voided check or copy of same from the account that will be debited. This must be provided before we can start your ACH debit.**

7/16/08