

## **PREAUTHORIZED BILL PAYMENTS**

Pre-authorized payment is a debit application. High Vista Amenity Association participates in the Automated Clearing House (ACH) through electronic transfer (direct debit) of bill payment entries. Through standing authorizations, you can grant High Vista Amenity Association authority to initiate periodic charges to your account as bills become due.

To receive the many benefits of this service, you will need to sign an authorization for us to automatically debit your personal checking account. We will transmit your debit information to High Vista Amenity Association's bank for processing. The information will then be transmitted to your bank for withdrawal from your account. Because virtually all financial institutions participate in the direct debit program, there should be no need to alter your current banking arrangement.

Consider the following benefits:

Convenience of not having to write checks.  
Elimination of postage expenses and the risk of late payments.  
Avoidance of late interest charges through prompt, timely payments.  
Establishment of excellent payment and credit records.

## **AUTHORIZATION AGREEMENT FOR PREARRANGED PAYMENT (ACH DEBITS)**

I (We) hereby authorize High Vista Amenity Association to initiate charges to my (our) checking account in the amount specified below. This authority is to remain in effect until the High Vista Amenity Association has received written notice of termination and has been provided a reasonable opportunity to act.

Debit Amount - \$\_\_\_\_\_ (Monthly Dues)

I understand the amount debited from my account may change each year depending on the assessment as approved by the Board of Directors.

Transfer Date – Approximately the 5<sup>th</sup> day of each month.

Your Name \_\_\_\_\_ Member # \_\_\_\_\_

Phone # \_\_\_\_\_

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

**NOTE: PLEASE INCLUDE A VOIDED CHECK**