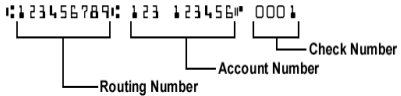


E.SERVICES AUTHORIZATION FORM

Property Name – _____
(Company Name)

ES4089 – _____
(property #)

Unit # _____	"Office" E.Services #: _____	Minimum Monthly Payment Amount: _____
	Date of 1 st Payment: _____	Rent and other charges up to: _____
	Date of Last Payment: _____	
Frequency of Payment: <input type="checkbox"/> Monthly on the ____ 1 st ____ (See Manager for other options)		

Last Name		First Name	
Address			
City		State	Zip
CHECKING / SAVINGS	Please debit payments from my (check one):		Routing Number: _____
	<input type="checkbox"/> Savings Account (contact your financial institution for Routing #)		Valid Routing # must start with 0, 1, 2, or 3
	<input type="checkbox"/> Checking Account (attach a voided check)		Account Number: _____
Financial Institution Name _____			
Name on the Account _____			
I authorize the above company to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.			
Authorized Signature: _____		Date: _____	

ELECTRONIC PAYMENT CANCELLATION _ I wish to cancel electronic payment.
 Authorized signature on my account: _____ Date: _____
 ** Please note that it takes several business days to process this information, therefore, if you cancel this less than five (5) days prior to the first of the month, the deduction will not cease until the following month. The last automatic deduction will be in the month of _____.

Q. What is E.Services electronic payment? A. Electronic payment is automatic bill payment, whereby your payment is deducted automatically from your checking or savings account.

Q. How can you transfer money from my account? A. Only with your authorization.

Q. When is the electronic payment transferred from my account? A. On the first of the month. You never have to worry about forgetting a payment or mailing it in on time.

Q. Without a cancelled check, how can I prove I made my payment? A. Your bank statement gives you an itemized list of electronic payments. It is your proof of payment.

Q. Is electronic payment risky? A. Electronic payment is less risky than check payment. It cannot be lost, stolen or destroyed in the mail.

Q. What if I change bank accounts? A. Notify the Management office and we will give you a new Electronic Payment Authorization Form to complete.

Q. How much does electronic payment cost? A. It costs you nothing. Plus, you save on the cost of stamps, checks and envelopes.

Q. What if I try electronic payment & I don't like it? A. You can cancel your authorization by filling out an Electronic Payment Authorization Form anytime.