



ACH Recurring Payment Authorization Form

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Here's How Recurring Payments Work:

You authorize monthly charges to your checking or savings account for the amount indicated below on the 5th day of the month, or next business day. You agree that no prior-notification will be provided unless the amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected. Complete all fields on this form, attach a voided check and mail to address above.

Please complete the information below:

I _____ (full name) authorize Shenandoah Condominium to charge my bank account indicated below on the 5th day of each month (or the next business day) for payment of my monthly maintenance fee.


My Address _____

Phone# _____

City, State, Zip _____

Email _____

Name on Acct _____	Account # _____
Bank Name _____	Routing # _____
Bank City/State _____	
Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	



- I understand that this authorization form must be received by the 15th of the month in order to take effect on the 5th of the following month.
- I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify Shenandoah Condominium, Inc. in writing, of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date.
- If the above noted periodic payment dates fall on a weekend or holiday, I understand that the payment will be executed on the next business day.
- In the case of an ACH Transaction being rejected for Non Sufficient Funds (NSF) I understand that I am responsible for payment and an additional late payment charge of \$15 plus any bank charges.
- I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I agree not to dispute this recurring billing with my bank so long as the transactions correspond to the terms indicated in this authorization form.

SIGNATURE _____

DATE _____

ATTACH VOIDED CHECK HERE

A voided check from your checking account must be included in this application.
(Do not use a deposit ticket or temporary check)

