

Cornerstone Homes of
Richmond Hill Condo Association
ACH Authorization
(Effective April 2019)

Date: _____

AUTHORIZATION FOR ELECTRONIC TRANSFER OF FUNDS FROM ANOTHER FINANCIAL INSTITUTION TO CORNERSTONE HOMES OF RICHMOND HILL CONDO ASSOCIATION ACCOUNT FOR MONTHLY PAYMENT OF CONDOMINIUM FEES.

I (we) hereby authorize and instruct Cornerstone Homes of Richmond Hill Condo Association to initiate debit entries from my/our checking/savings account indicated below in the amount of **\$240.00** on the 15th of each month. This automatic funds transfer is for payment of the monthly condo association fees.

Condo Owner(s): _____ Condo Address: _____ Dell Drive Unit _____

FINANCIAL INSTITUTION ACCOUNT INFORMATION (Select **ONE** option)

1) **Initial** if your bank information is staying the same as 2016 _____

OR

2) **Provide** the following if your bank information is changing in 2017:

Bank Name: _____ City: _____ State: _____

What is your account? Checking or Savings (circle one)

Bank Routing No: _____ Account No: _____

**

Bank Account Owner(s) Name(s) (print below and sign):

Name (please print): _____ Signature: _____

Name (please print): _____ Signature: _____

Name (please print): _____ Signature: _____

(MUST BE SIGNED BY ALL OWNERS OF THE BANK ACCOUNT NAMED ABOVE OR THEIR LEGAL REPRESENTATIVES)

General Terms and conditions:

1. I/We acknowledge the requested transaction will be processed on the 15th of each month.
2. Should the request date fall on a Saturday, Sunday, or a holiday, this request will be executed on the next business day.
3. This authorization shall remain in full effect until I/We notify the Treasurer for Cornerstone Homes of Richmond Hill Condo Association of my/our intention of changing the terms or terminating this authorization.
4. If a transaction is rejected for insufficient funds or other cause, you will be required to supply a check to the treasurer for Cornerstone Homes of Richmond Hill Condo Association for the monthly fee amount plus **any late fees and any bank charges incurred by the Condo Association.**