

***Preauthorized Electronic
Assessment Payment Service
Authorization Card (please
print)***

ASSOCIATION NAME

UNIT ID

NAME(S) LAST FIRST
MI

NAME(S) LAST FIRST
MI

ADDRESS

CITY STATE
ZIP

DAYTIME PHONE NUMBER

I (we) hereby authorize **RTI PROPERTY MANAGEMENT, LLC** hereinafter referred to as **MANAGER**, as agent for the association named above to initiate debit entries to my (our) checking/savings account at the depository named below, hereinafter referred to as **DEPOSITORY**, to debit the same to such account.

DEPOSITORY NAME

This authority is granted in accordance with the terms and conditions of this Preauthorized Electronic Assessment Payment Service Agreement & Disclosure Statement receipt of which I hereby acknowledge. This authority is to remain in full force and effect until **MANAGER** has received written notification from me (or either of us) of its termination in such manner as to afford **MANAGER** a reasonable opportunity to act on it. I understand that **MANAGER** requires at least three (3) business days prior notice in order to cancel this authorization.

SIGNATURE (REQUIRED)
DATE:

SIGNATURE (REQUIRED)
DATE:

**ATTACH VOIDED CHECK WITH
THIS AGREEMENT AND MAIL
BOTH TO:**

Authorization must be received by the 15th day of the current month for electronic payments to start the following month. Payments shall be debited on the **10 DAY EACH MONTH**.

***PLEASE RETAIN FOR YOUR
RECORDS***

***Preauthorized Electronic
Assessment Payment
Service Agreement &
Disclosure***

Preauthorized debits to your account will be processed, on the due date, for the amount of your assessment payment. Payments so collected will be deposited to the checking or savings account of your association, maintained with Mutual of Omaha Bank.

Your association may direct us to make changes to the assessment amounts and/or due dates in accordance with the governing documents and applicable statutes. You will be given notification of these changes in accordance with applicable law.

You may cancel this Agreement at any time without cause by notifying us in writing at our company address at least three (3) business days prior to the proposed effective date of termination. You may also contact your financial institution directly.

***Preauthorized Electronic
Assessment Payment
Services***

What:

RTI Property Management, LLC through Community Association Banking, a division of Mutual of Omaha Bank, we offer association homeowners an opportunity to pay their association assessments using preauthorized electronic payments. Preauthorized electronic payments mean that homeowners can pay their periodic assessments automatically without writing checks, thus reducing the potential for late payments. In addition, the association is assured prompt, predictable payments to help better manage funds. This program is available to all homeowners regardless of where they bank.

How:

The preauthorized electronic assessment payment service uses the Federal Reserve System's Automated Clearing House (ACH) to facilitate electronic transfers from homeowner checking and savings accounts directly into the association's bank account. Funds are transferred on a pre-selected day of the month and appear on the homeowner's bank statement each month. Information regarding payments is reported to the association's management or bookkeeping company on the same day funds are deposited to the association's account.

***Preauthorized
Electronic
Assessment
Payment
Service
Agreement and
Disclosure
Statement***

***for Electronic Payment of
Assessments***

To Enroll:

Read, complete and sign the attached Preauthorized Electronic Assessment Payment Services Authorization card. Attach a voided check to the authorization card and mail to:

**RTI Property Management, LLC
11750 Highland Rd., Ste 500
Hartland, MI 48353**

Phone: (810) 991-1235