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## Auto Payment / ACH Instructions

**Auto Payment is an optional automated processing of your Ranch Cabin assessments utilizing our Intuit/QuickBooks merchant services account.**

**When set up, funds will automatically be transferred from your designated account to Ranch Cabins' account on the Invoice due date (typically the 1<sup>st</sup> of the month). You will receive a receipt by email.**

**Auto Payment works much the same as manually clicking the "Review and Pay" link on invoices to access the online payment system....it just automates the process, so you don't have to even click to pay.**

**It is like any other autopayment system. However, we accept only checking or savings account payments and not credit cards. (Credit card merchant fees are too high)**

**To sign up, print off the above Authorization Form, complete, scan or take a picture and email to [SRRCabins@gmail.com](mailto:SRRCabins@gmail.com).**

**A picture of a check or deposit slip for the account minimizes the risk of a transcription error and is appreciated.**