

Newby Management Direct Debit Form

Sign up to automatically pay your monthly payment from your checking or savings account at any U.S. financial institution.

Complete this authorization form and attach a voided check.

Community Name: _____ Return form and a voided check to your community office.

<u>Homeowner/Tenant Information:</u>	Dues are paid:	Draft Date
Homeowner Unit Number: _____	Monthly	3rd day of each month.
Property Owner Name(s): _____		
Bank Account Owner Name(s): _____		
Email Address: _____		
Phone Number: _____		
Mailing Address: _____		
City: _____ State: _____ Zip: _____		

<u>Banking Information:</u>	New <input type="checkbox"/>	Change <input type="checkbox"/>	Cancel <input type="checkbox"/>
Name of Financial Institution: _____ Bank Account Type: Checking _____ Savings _____			
Bank Routing Number: _____ Bank Account Number: _____			
Direct Debit Start Month: _____			
I authorize Newby Management to initiate entries from my checking/ savings account. This authority will remain in effect until I notify you in writing to cancel it in such time as to afford the company a reasonable opportunity to act on it.			
Authorized Signature(s) _____ Date _____			

Important Information:

- By returning the Direct Debit form, you will authorize Newby Management to collect your payments automatically, saving you time and money.
- Payments are drafted on the third (3rd) day of the month. If your date falls on a weekend, the payment will be drafted on the next business day.
- This form must be received by 20th of the month at the park office in order to be in effect for the next month's payment.
- Payments can only be drafted from a U.S Bank or Credit Union.
- If the assessment amount increases or decreases, the new amount will be updated automatically.

Attach voided check here.

If you have any questions, please contact the community office.