



***Preauthorized Electronic Maintenance Fee
Payment Service Agreement and Disclosure
Statement
For Recurring Electronic Payment of
Monthly Maintenance Fee to Parklane Towers, INC***

To Enroll:

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

**HOA Management Services
1900 E. Douglas Ste. 100
Wichita, KS 67214
316-351-7650**

Preauthorized Electronic Maintenance Fee Payment Services

What:

Through Community Association Banking, a division of CIT Bank, we offer Parklane Towers, INC owners an opportunity to pay their monthly maintenance and other fees using preauthorized electronic payments. Preauthorized electronic payments mean that homeowners can pay their monthly maintenance fee automatically without writing checks, thus reducing the potential for late payments. In addition, Parklane Towers, INC is assured prompt, predictable payments to help better manage funds. This program is available to all owners regardless of where they bank.

How:

The preauthorized electronic maintenance fee payment service uses the Federal Reserve System's Automated Clearing House (ACH) to facilitate electronic transfers from homeowner checking and savings accounts directly into Parklane Towers, INC 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 Parklane Towers management or bookkeeping company on the same day funds are deposited to Parklane Towers bank account.

ATTACH VOIDED CHECK WITH THIS AGREEMENT AND MAIL BOTH TO:

HOA Management Services: 1900 E. Douglas Ste. 100, Wichita, KS 67214

Authorization must be received by the 20th day of the current month for electronic payments to start the following month. Payments shall be debited on the 1ST **BUSINESS DAY EACH MONTH.**

PLEASE RETAIN COPY FOR YOUR RECORDS

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries, please call 316-351-7650

Preauthorized Electronic Maintenance Fee Payment Service Authorization Card (please print)

ALL FIELDS REQUIRED TO BE FILLED OUT COMPLETELY

PARKLANE TOWERS, INC

ASSOCIATION NAME

UNIT ADDRESS

NAME(S) LAST

FIRST

MI

MAILING ADDRESS

CITY

STATE

ZIP

DAYTIME PHONE NUMBER

EMAIL ADDRESS

I (we) hereby authorize HOA Management Services, as agent for Parklane Towers, INC named above to initiate debit entries on the 1st business day following the due date of the assessment to my (our) checking/savings account at the depository (name of bank) named below,

_____ (please enter month requested ACH to begin)

Name of Bank

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 HOA Management has received written notification from me (or either of us) of its termination in such manner as to afford HOA Management a reasonable opportunity to act on it. I understand that HOA Management requires at least ten (10) business days prior notice in order to cancel this authorization.

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify HOA Management Services in writing of any changes in my account information or termination of this authorization at least 10 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 may be executed on the next business day. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that HOA Management Services may at its discretion attempt to process the charge again within 10 days, and I agree to an additional \$30 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. 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 (REQUIRED)

DATE:

SIGNATURE (REQUIRED if JOINT ACCOUNT)

DATE:

**ATTACH VOIDED CHECK WITH THIS AGREEMENT AND RETURN BOTH TO:
HOA Management Services 1900 E. Douglas Ste. 100 Wichita, KS 67214**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries, please call 316-351-7650