

# Authorization Agreement for Direct Deposits (ACH Debits) of HOA Dues

**Please return this form with a copy/scan of a voided check to  
[brasskey@brasskey.biz](mailto:brasskey@brasskey.biz) or by mail/delivery at:  
115 Riverside Ave. Fort Collins, CO 80524**

## Parkside Condominium Owner's Association

I (we) hereby authorize **Parkside Condominium Association**, hereinafter called COMPANY, to initiate debit Entries to my (our)  **Checking Account** /  **Savings Account (circle one)** indicated below at the depository financial institution named below, hereafter called DEPOSITORY, and to credit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Name \_\_\_\_\_ Branch \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Routing Number \_\_\_\_\_

Account Number \_\_\_\_\_

This authorization remains in full force and effect until the Association has received written authorization of its termination or change, in such a time and manner to afford a reasonable opportunity to act upon it. Reasonable notice is considered to be at least 15 business days for account number or bank changes for transactions involving another financial institution. It is the account holder's responsibility to notify the Association in written form for any cancellations.

This agreement governs preauthorized electronic funds transfer services entered into with the Association. The undersigned acknowledges that the origination of ACH transactions to the undersigned account must comply with United States laws. I have received a copy of this authorization and agree to the terms herein. As dues amounts change as approved by the Association's Board of Directors and stipulated on the Association's budget, I authorize the Association Inc to change my dues amount to the new total.

Name(s) \_\_\_\_\_  
(Please Print)

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Note: Debits will occur near the tenth of each month**

Condo Address(Unit #) \_\_\_\_\_

Email \_\_\_\_\_

Name \_\_\_\_\_

**NOTE: DEBIT AUTHORIZATIONS MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.**