

## Service Agreement and Disclosure Statement For Electronic Payment of HOA Assessments

Trestle Management Group offers association homeowners an opportunity to pay their regular association dues using automated electronic payments through the association's bank. Preauthorized electronic payments mean that homeowners can pay their assessments automatically without writing checks, thus eliminating 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.

ASSOCIATION NAME: \_\_\_\_\_

LOT NUMBER: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

NAME(S) LAST

FIRST

MI

NAME(S) LAST

FIRST

MI

ADDRESS

CITY

STATE

ZIP

DAYTIME PHONE NUMBER

EMAIL ADDRESS

I (we) hereby authorize Trestle Management Group, hereinafter referred to as MANAGER, as agent for the association named above to initiate debit entries to my (our) checking/savings account at the association's banking institution.

DEPOSITORY NAME

This authority is granted in accordance with the terms and conditions of the MANAGERS 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. Granting this authority in no way constitutes a waiver of your right to stop payment under applicable state and federal laws.

SIGNATURE (REQUIRED)

DATE

SIGNATURE (REQUIRED)

DATE

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

**Trestle Management Group  
450 N. Dobson Rd, Ste 201  
Mesa, AZ 85201**

Authorization must be received by the 15<sup>th</sup> day of the current month for processing to start the following month. The preauthorized electronic assessment payment service uses the Federal Reserve System's Automated Clearing House (ACH) to facilitate electronic transfers from homeowner checking/savings accounts directly into the association's bank account. Funds are transferred between the 5<sup>th</sup> and 10<sup>th</sup> 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.

**PLEASE RETAIN A COPY FOR YOUR RECORDS**

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

Preauthorized charges to your account will be processed, when due, for the amount of your regular assessment payment. Payments so collected will be deposited to the checking/savings account of your ASSOCIATION. There may be changes to the assessment amounts and/or due dates in accordance with the ASSOCIATION'S governing documents and applicable statutes including notification requirements of the ACH (Automated Clearing House) rules. We reserve the right to make changes in the agreement at any time. We may cancel Preauthorized Electronic Assessment Payments at any time without cause and you can terminate this agreement by contacting Trestle Management Group or your banking institution directly. If you elect to discontinue this service by contacting your banking institution directly, please be sure to notify our office so we can update our records accordingly. If you have any additional questions, please contact Trestle Management Group at (480) 422-0888.