



**AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)**

**ASSOCIATION:** The Double Tree at Heather Ridge HOA Condominium HOA c/o Metro Property Management Inc.

First Month of Debit: \_\_\_\_\_. Form must be received by management BEFORE the fifth day of debit month. I (we) hereby authorize The Double Tree at Heather Ridge HOA Condominium Association, hereinafter called ASSOCIATION, to initiate debit entries to my (our) ☐ Checking Account/ ☐ Savings Account (select one) indicated below at the financial institution named below, hereinafter called BANK, and to debit 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. Monthly amount deducted will be that which is the current amount approved by the Board of Directors.

**NOTE: All written debit authorizations must provide that the receiver may revoke the authorization ONLY BY NOTIFYING THE ORIGINATOR IN WRITING.**

Bank Name: \_\_\_\_\_  
Bank City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_

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

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

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

Name (s) \_\_\_\_\_  
Property Address \_\_\_\_\_

Date: \_\_\_\_\_ Signature \_\_\_\_\_

**VOIDED CHECK FROM ACCOUNT MUST BE AFFIXED HERE**

- You may scan and email completed form and voided check to [MRyan@MetroPropertyMgt.com](mailto:MRyan@MetroPropertyMgt.com)
- You may mail completed form with voided check to:

Metro Property Management  
10800 E Bethany Drive, Suite 235  
Aurora CO 80014

Form must be completed with voided check and arrive in management's office BEFORE the 5th day of preferred month of debit.