

*Preauthorized Electronic Assessment
Payment Services Authorization Card
(Please print)*

PUNTA RASSA CONDOMINIUM ASSOCIATION

ASSOCIATION NAME ↑

YOUR BANK ACCOUNT NUMBER ↑

NAME(S) LAST ↑ FIRST MI

NAME(S) LAST ↑ FIRST MI

150 _____ PUNTA RASSA ROAD # _____
FILL IN YOUR PROPERTY ADDRESS ABOVE ↑

FORT MYERS, FLORIDA 33908
CITY ↑ STATE ↑ ZIP ↑

DAYTIME PHONE NUMBER ↑

ACH TO START FOR THE NEXT SCHEDULED DUE DATE

I (we) hereby authorize SPIRES & ASSOCIATES, PA hereinafter referred to as MANAGER, as agent for the association named above to initiate debit entries to my (our) checking/savings account.

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.

SIGNATURE (REQUIRED) ↑ DATE

CO-SIGNATURE DATE

ATTACH A VOIDED CHECK WITH THIS AGREEMENT AND MAIL BOTH TO:

**SPIRES & ASSOCIATES, PA
12734 KENWOOD LANE, SUITE 49
FORT MYERS, FL 33907-5639
ATTN: KAREN**

Authorization must be received by the 15th day of the current month for processing to start the following month or quarter. Account must be paid in full before Direct Debit starts next due date.

*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. Bills will not be sent after your ACH withdrawals start. Please make note to not send payments in after ACH start date.

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 at any time by giving sufficient written notice or by closing the designated accounts.

What:

SPIRES & ASSOCIATES, PA offers association homeowners an opportunity to pay their regular association assessments using automated electronic payments. 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 within the USA.

How:

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 **5th and 10th** day of the month or quarter and appear on the homeowner's bank statement. 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.

If you have questions or need further information, please call our Homeowners Association experts at:

(239) 936-4336 X603 (KAREN)
FAX (239) 936-4941

karenh@spiresassociates.com

*Preauthorized Electronic
Assessment Payment
Service Agreement and Disclosure
Statement
For Electronic Payment of HOA
Assessments*

To Enroll:

Read, complete and sign the attached Preauthorized Electronic Assessment Payment Services Authorization card. **Attach a voided check(USA BANK only)** to the authorization card and mail both to:

**SPIRES & ASSOCIATES, PA
12734 KENWOOD LANE, SUITE 49
FORT MYERS, FL 33907-5639
ATTN: KAREN**