



100 W Harrison St.
Suite 530, North Tower
Seattle, WA 98119
P: 206.285.1645
F: 206.285.1658

AUTOMATIC PAYMENT AUTHORIZATION FORM

Homeowner Information

Name: _____

Address: _____ Phone #: _____

Condominium Association: _____ Unit Number: _____

Attach Voided Check Here
Attach only a voided check, bank letter or specification sheet.
Deposit tickets are not accepted.

Please return original form with voided check to GFK Management

Date of initial draw:
____ / **5** / ____
Funds are deducted on the 5th or the earliest following banking day

Bank Name: _____ Checking Account Savings Account

Amount of Draw \$ _____ *Must be a specific dollar amount*

- Monthly** (Funds are deducted on the 5th or earliest following banking day)
- One-Time Only** – Date: ____/____/____ (Please allow 2 business days for transaction to clear bank)
- Other** – How many months? _____ (Will be drawn on the 5th or earliest following banking day)

IF YOU WISH TO CANCEL YOUR MONTHLY AUTHORIZATION, A CANCELLATION FORM MUST BE COMPLETED. ONE-TIME ONLY and OTHER AUTHORIZATIONS WILL AUTOMTICALLY EXPIRE AND NO CANCELLATION FORM IS NEEDED.

I hereby authorize GFK Condominium Management, (hereinafter COMPANY), to withdraw any amount owed by me by initiating debit entries to my account at the financial institution (hereinafter BANK) indicated above. Further, I authorize BANK to accept and to debit my account for entries indicated by COMPANY. In the event that COMPANY withdraws funds erroneously from my account, I authorize COMPANY to credit my account for an amount not to exceed the original amount of the erroneous debit. This authorization is to remain in full force and effect until COMPANY and BANK have received written notice from me of its termination in such time and in such manner as to afford COMPANY and BANK a reasonable opportunity to act on it.

Homeowner Signature: _____ Date: ____/____/____

Please DO NOT write in box below.			
Management Use Only:	<input type="checkbox"/> FB	<input type="checkbox"/> QB	<input type="checkbox"/> MT