

Resident's Mandatory Electronic Late Rent Payment Authorization Form

Please provide information for one bank account OR credit card below. We will not charge rent to your account each month from this form. This will only be used if rent is not paid by the 5th of each month. If you would like to pay by direct deposit or credit card each month we will need to send you a different form.

Resident Information

Resident's name _____

Description of obligation: Rent under lease contract which is dated _____ for dwelling located at:

Apartment Community Name: _____

Street Address _____

City _____ State _____ Zip _____

Bank/Financial Institution Information

Accountholder's name _____

Name of resident's bank _____ City _____ State _____

Resident's account # _____ Circle one: Checking Savings

Bank's Routing # _____

Billing Address: _____

City, State, Zip _____

Attached is a voided check from my checking account or a savings deposit slip, for the account to be debited.

Credit Card Information

Name on Card _____

Number on Card _____ Expiration Date _____

Security number on back of card _____ Billing address: _____

City, State, Zip _____

Rent Amount and Payment

Rent is due on the 1st of each month and is late after the 5th. Amounts not paid by the 6th plus a late fee of \$35 will be debited to your account on the 6th. If the 6th falls on a Saturday, Sunday, or holiday, then the payment will be debited on the first business day following the 6th of the month.

All payments made by credit card will have a handling fee charged to the card as stated in the tenant's lease.

Signature/Authorization

I hereby authorize the owner of the apartment community named above to electronically debit my checking, savings account, or credit card as per this authorization form, through the Automated Clearing House (ACH) system for my monthly rent and lates fees.

Resident's signature _____

Date _____

For Office Use Only

Resident ID# _____

Received in Accounting _____