

PRIESTLEY MANAGEMENT COMPANY
1842 Banking Street
GREENSBORO, NC 27408
PH# 336-379-5007 FAX# 336-379-7340
Email: npickler@priestleymanagement.com
mapple@priestleymanagement.com

AUTHORIZATION FOR AUTOMATIC DRAFT FROM BANK ACCOUNT

PROPERTY/ASSOCIATION NAME _____

HOMEOWNER NAME _____

PROPERTY ADDRESS _____

I hereby authorize Priestley Management Company to initiate debit entries to my checking account for Homeowner Association Fees.

This authority is to remain in effect until company and depository have received written notification from me to terminate this agreement.

DATE _____ SIGNED _____

Homeowner

*****NOTE*** THE DRAFT IS EXECUTED ONCE PER MONTH ON THE 5TH EXCEPT WHEN THE 5TH FALLS ON A BANK HOLIDAY AND THEN IT IS DONE ON THE NEXT BUSINESS DAY.**

Associations whose assessments are Quarterly, will have the draft executed as follows:
1st Qtr = Jan 5th 2nd Qtr = Apr. 5th 3rd Qtr = July 5th 4th Qtr = Oct. 5th

Associations whose fees are Annual or Semi-Annual will have the draft generated in the month it is due.

THIS FORM MUST BE RECEIVED IN OUR OFFICE AT THE ADDRESS NOTED ABOVE NO LATER THAN THE 25TH OF THE PRECEDING MONTH OF WHEN YOU WANT THE DRAFT TO START.

EXAMPLE: TO START THE DRAFT ON THE 5TH OF MARCH WE MUST HAVE THIS FORM BY THE 25TH OF FEBRUARY.

START DRAFT ON THE 5TH DAY OF _____

Fill in Month

**PLEASE ATTACH VOIDED CHECK HERE !!!!
A DEPOSIT SLIP WILL NOT BE ACCEPTED DUE TO BANK'S
ROUTING INFORMATION.**