

ELECTRONIC FUNDS TRANSFER

TWC is pleased to offer you an **Automated Payment Plan** so that you can have your monthly association dues paid automatically from your checking account.

It's easy, convenient and, better yet, you won't have to change your present banking relationship to take advantage of this service.

The Automated Payment Plan will help you in several ways:

- **It saves time** - It's one less check to write each month.
- **It's convenient** - Enjoy knowing that your monthly payment will always be on time, even when you're on vacation or out of town.
- **It's easy** - No checks. No postage. No charge. Just fill out the authorization form and mail it to us along with a voided check in the enclosed envelope. We'll take care of the rest!

How does the Automatic Payment Plan work?

By filling out the enclosed form, you will be authorizing regularly scheduled association fee payments to be made from your checking or savings account. Your payment will be made automatically on the fifth (5th) day of each month, or the following business day when the fifth (5th) falls on a weekend or holiday. Each payment deducted will appear as a debit on your monthly bank statement.

The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization.

Authorizations received by TWC by the first of each month will be activated for that month's electronic fee transfer. Authorizations received by TWC after the first of each month will be activated the next month.

Any questions? Call, fax or write:

**Gray's Pointe Condominium
c/o TWC Association Management
12110 Sunset Hills Road
Suite 60
Reston, Virginia 20190
(703) 437-5800
(703) 471-6578 - Fax**

Please print in blue or black ink. Return this form to TWC along with a voided check.

AGREEMENT FOR AUTOMATIC PAYMENTS AND CREDITS. I authorize TWC Association Management to begin electronic debit entries to my checking account listed below for my association fees, and I authorize my financial institution to debit the same to my account.

HOMEOWNER INFORMATION

Association: **Gray's Pointe** Account Number: _____

Name: _____ Social Security Number: _____

FINANCIAL INSTITUTION INFORMATION

Name of Financial Institution _____

Name of Account Holder _____

Street Address of Financial Institution _____

Branch _____

City _____ State _____ Zip _____

Bank Phone (if known) _____

[: _____]:
Transit/ABA Number _____ Bank Account # _____
(9 digit # between the two colons
on the bottom of your check)

ADDITIONAL INFORMATION

Terms of Agreement: I have an account(s) at the financial institution named and for all debit entries have funds sufficient to pay such entries. Automated debit entries shall be initiated by TWC on the fifth (5th) day of each month or first business day after the fifth (5th) and the entries on my bank statement shall constitute my receipt for the transaction. No payment to TWC shall be deemed to have been made unless and until TWC receives actual credit. I also understand that if the funds in my account are not sufficient to cover the amount debited, I may be charged a \$25.00 service fee.

The automatic debiting of my bank account is voluntary and will be debited on a monthly basis until written notice of cancellation is received by TWC. ***TWC reserves the right to refuse or terminate automated payments services. This agreement is to remain in effect until TWC receives written notification of its termination and has sufficient time to act on it.***

Signature _____

Date _____