



**MILITARY ALLOTMENT/FUND TRANSFER REQUEST FORM**

I, \_\_\_\_\_, agree provide my banking institution/military accounting office with the information below in order to set up a Military Allotment or electronic fund transfer. Please ensure the banking institution/accounting office identifies the transfer by with the property address or your name, to ensure the tenant is properly credited for deposits. It is the tenant's responsibility to ensure the transfer is made in ample time to be reflected on or before the due date to preclude late fees.

**SUNTRUST BANK  
 dba HRREC Property Mgmt.  
 Rent Payment  
 ROUTING #: 021052053  
 ACCOUNT #: 91315026**

Please complete the following:

Property Address: \_\_\_\_\_

Military Allotment/Fund Transfer Amount	\$
Last 4 Digits of Social Security Number (for identification purposes)	
Date Allotment/Transfer Begins	

I further agree to notify my HRREC PM Manager in writing, when my allotment/transfer is initiated and if there are any changes to the status of the funds at least two weeks prior to the next rental payment.

\_\_\_\_\_  
 Tenant Signature:

\_\_\_\_\_  
 Date:

\_\_\_\_\_  
 Tenant Signature:

\_\_\_\_\_  
 Date:

\_\_\_\_\_  
 HRREC PM Property Manager Signature

\_\_\_\_\_  
 Date: