



## **ACH Preauthorized Tenant Debit Agreement**

This is my authorization for Hampton Roads Real Estate Consultants Property Management (HRREC PM), Inc. to automatically debit my  checking or  savings account at \_\_\_\_\_ in the monthly amount of \$ \_\_\_\_\_.  
FINANCIAL INSTITUTION

I understand that this authorization will be in effect until I notify my financial institution in writing that I no longer desire this service, allowing it reasonable time to act on my notification. I also understand that if corrections in the debit amount are necessary, it may involve an adjustment (credit or debit) to my account.

I have the right to stop payment of a debit entry by notifying my financial institution before the account is charged. If an erroneous debit entry is charged against my account, I have the right to have the amount of the entry credited to my account by my financial institution, if, within 15 days following the date on which I was sent a statement of account or a written notice of such entry or 45 days after posting, whichever occurs first, I give my financial institution a written notice identifying the entry, stating that it is in error and requesting credit back to my account.

**Attach Voided Check Here**  
**(Deposit Slips not accepted)**

Navy Federal does not allow savings accounts to be debited

I understand that if HRREC PM tries to draft funds for rental payment from the account noted above and there are not enough funds to cover said draft, it will be handled in the same manner as a non-sufficient check and subject to fees per the terms of my lease. I will be dropped from the direct draft program and be unable to write a personal check to HRREC PM. All payments will be made by certified funds for a period of six months at which time my Property Manager will determine if I can be re-enrolled in the program. After a second non-sufficient funds draft I will be dropped from the program with no possibility of reinstatement.

### **THIS AUTHORIZATION IS NON-NEGOTIABLE AND NON-TRANSFERABLE**

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

Customer Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Customer Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Prop. Mgr. Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_