



AUTOMATIC DEBITING AUTHORIZATION FORM

Peabody & Theoharis is pleased to offer the convenience of Automatic Debiting of your monthly rent payments from your personal bank account, should you choose to avail yourself of this free service. Many residents find this to be a valuable service, assuring timely payment of rent no matter how busy they are, or whether they are even in the city.

To take advantage of this free service, complete the form (below) and return it together with a VOIDED check from your account. If your rent amount is increased, the amount of the debit will automatically increase as well.

We will verify that your bank can accept Automatic Payment Instructions. We cooperate with all major banks that participate with Automated Clearing House (ACH). Your rental payment account, however, must be current to begin this service.

Completed Authorization Forms must be received by the 20th of the month to be ready for transfer of the following month's fees. Your account must be current to begin this service.

Please Complete the Following Information:

Property: Washington House Hightowers Park Square

Resident(s) Name: _____

Apartment #: _____

Address: _____

Name of Bank: _____

Routing Number: _____

Account Number: _____

Is this a Checking Account Savings Account

Please note that we cannot process this request unless your voided check is attached. A deposit slip may only be used if this is a savings account for which you have no checks. You may e-mail back to accounting@ptmanagement.com or fax (202) 387-4906 Attn: Bookkeeping; OR mail this form to: P & T Management, 2120-16th St, NW - #204, Washington, D.C. 20009.

Signature

Printed Name

Date

