

# TX RM LLC dba Texas Residential Management

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We are pleased to offer you the Direct Payment Plan. You can have your payment made automatically from your checking or savings account, and you won't have to change your present banking relationship to take advantage of this service.

### The Direct Payment Plan will help you in several ways:

- it saves time – fewer checks to write, helps meet your commitment in a convenient and timely manner – even if you're on vacation or out of town, no lost or misplaced payments, your payment is always on time and it helps maintain good credit, it saves postage, it's easy to sign up for, easy to cancel

### Here's how the Direct Payment Plan works:

You authorize regularly scheduled payments to be made from your checking or savings account. Then, just sit back and relax. Your payments will be made automatically on 1<sup>st</sup> of each month, and proof of payment will appear with your bank statement.

**The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. If the amount of your payment changes, we will notify you at least 10 days before payment date.**

The Direct Payment Plan is dependable, flexible, convenient and easy. To take advantage of this service, complete this authorization form and return it to us.

## AUTHORIZATION FOR DIRECT PAYMENT

I authorize **TX RM LLC dba Texas Residential Management** to initiate entries to my checking or savings account. This authority will remain in effect until I notify you in writing to cancel it in such time as to afford the company a reasonable opportunity to act on it. I can stop payment of any entry by notifying my financial institution 3 days before my account is charged.

(NAME OF FINANCIAL INSTITUTION) \_\_\_\_\_ City/State \_\_\_\_\_

Financial Institution Routing Number \_\_\_\_\_  
(between these symbols **! !** on the bottom left of your check)

Account No.: \_\_\_\_\_ Checking  or Savings   
*PLEASE CHOOSE ONE*

Please Print: (LAST NAME) \_\_\_\_\_ (FIRST NAME) \_\_\_\_\_

Please Print: PROPERTY Street Address \_\_\_\_\_ City \_\_\_\_\_

ACCOUNT HOLDER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## **AUTHORIZATION TO DEDUCT DIRECT PAYMENT FEE**

I authorize **TX RM LLC dba Texas Residential Management** to deduct a \$1.00 fee from my payment for electronically depositing funds into my bank account.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

## FOR OFFICE USE:

ADD  CHANGE

DATE RECEIVED

\$

CHARGE AMOUNT

DIRECT PAYMENT  
START (Month/Year)

Account Name  
(Head of Household)

RENT \$ \_\_\_\_\_

Enter Bank Information

Add Auto ePayment

Upload a copy to  
Propertyware

Do not add auto charge for bank fee.  
Propertyware adds the charge  
automatically.