



25852 McBean Parkway #518
Valencia, CA 91355
(661) 312 9877

Dear Resident,

We are now accepting rent payments electronically through our relationship with Intuit Payment Network. Now it is easy, secure and convenient to pay your rent electronically. Here are great reasons to pay your rent electronically:

1. It's **free**. There is no cost to you to pay online.
2. Save time and money you used to spend writing out checks or buying money orders and taking them to the post office.
3. Avoid costly late payment fees.
4. All payments automatically debited from any U.S. bank of your choice.

To Enroll please complete the ACH Authorization Form below and mail to the address below. You may also scan & e-mail to: asequeira@skycastleproperties.com



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ACH Recurring Payment Authorization Form

Schedule your payment to be automatically deducted from your checking or savings account. Just complete and sign this form to get started!

Recurring Payments Will Make Your Life Easier:

- It's convenient (saving you time and postage)
- Your payment is always on time (even if you're out of town), eliminating late charges

Here's How Recurring Payments Work:

You authorize regularly scheduled charges to your checking or savings account. You will be charged the amount indicated below each billing period. A receipt for each payment will be emailed to you and the charge will appear on your bank statement as an "ACH Debit." You agree that no prior-notification will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected.

Please complete the information below:

I _____ authorize **SKYCASTLE PROPERTIES** to charge my bank account
 (full name)
 indicated below on the _____ of each **Month** for payment of my **Rent**.
 (day or date)

Billing Address _____ Phone# _____
 City, State, Zip _____ Email _____

Account Type: Checking Savings
 Name on Acct _____
 Bank Name _____
 Account Number _____
 Bank Routing # _____
 Bank City/State _____



SIGNATURE _____ DATE _____

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify **SKYCASTLE PROPERTIES** in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted periodic payment dates fall on a weekend or holiday, I understand that the payment may be executed on the next business day. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non Sufficient Funds (NSF) I understand that **SKYCASTLE PROPERTIES** may at its discretion attempt to process the charge again within 3 days, and agree to an additional **\$35** charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I agree not to dispute this recurring billing with my bank so long as the transactions correspond to the terms indicated in this authorization form.