



ACH TENANT PAYMENT AGREEMENT

Qwest Property Management is pleased to offer our Tenants a Direct Rental Payment Program.

Here’s how it works:

You authorize your rent payments to be made from your checking or savings account. Then, just sit back and relax. **Your rent will be paid automatically on the 1st of the month.** Proof of payment will appear on your bank statement/website when you access your account. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. The Direct Rental Payment Program is dependable, flexible, convenient and Easy!

The Direct Rental Payment Program will help you in several ways:

- It saves you time – fewer checks to write
- Rent is paid on time, even if you’re out of town on vacation
- It saves you postage
- It’s easy to sign up for and easy to cancel
- No more late fees

I authorize Qwest Property Management, LLC to initiate entries to my checking/savings account. I understand that this authorization will be in effect until I notify Qwest Property Management, LLC 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 also understand that a \$2.50 convenience fee will be charged to my account for each ACH transaction.**

Financial Institution _____

Checking _____ Or Savings _____

Bank Account Number _____

Bank Routing Number _____

Tenant’s Name _____

I understand that if Qwest Property Management, LLC tries to draft funds for rental payments from the account noted above, and there are not sufficient 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. After a second non-sufficient funds draft, I will be dropped from the Direct Rental Payment Program. 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 reenrolled in the program. **All outstanding amounts owed on the rental account will be drafted from the authorized bank account.**

THIS AUTHORIZATION IS NON-NEGOTIABLE AND NON-TRANSFERRABLE

Tenant Signature

Date

Tenant Print Name

PLEASE ATTACH COPY OF VOIDED CHECK TO THIS FORM