

MPS Automatic Draft Form

Automatic drafting from your bank account for fixed normal monthly charges of your association is now available. A draft will be produced on the 10th of each month and will show on your next month's statement. Non-Recurring amounts, such as late charges or fines, charged to your account cannot be drafted and must be paid by check. The amount of draft will increase or decrease based on association fee changes. You will receive a monthly statement in order to keep you updated on your account status. If your association has a special assessment billed on any given month, the draft will include that amount.

Your account must be in a current status (owing only the current period) to be eligible.

A voided check must be stapled to the enrollment form and enclosed with your current payment. The enrollment form must be received by the 10th of the month to be sure your next statement (prepared approximately on the 20th of the month) will show that your account will be drafted for the current charge. Enrollments received after the 10th may be delayed an additional month (make payments by check until your statement shows your account will be drafted).

Requests to change banks or to discontinue drafting must be received by the last day of this month. Escrow closings automatically cancel drafting. The majority of banks have honored our drafts. You may need to give your bank a letter of authorization.

STAPLE VOID CHECK HERE

Association Account #

Your Name

Phone #

Address of Unit

Name of Association

Name of Management Co.