

**RESIDENT INFORMATION**

**Resident Name**

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**Address**

**Apt #**

**City**

Shelby Township

**State**

MI

**Zip**

48316

**Telephone**

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**Total Rental Amount (including carport if applicable) \$**

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**FINANCIAL INSTITUTION INFORMATION**

**Financial Institution Name**

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**Routing Number**

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**Account Number**

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**Account Holder Name #1**

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**Name**

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**Account Holder Name #2 (If applicable)**

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**Name**

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I (we) hereby authorize – *select one of the following:*

- SHELBY PARK MANOR APARTMENTS INC     SHELBY PARK MANOR 4 & 5 INC     SHELBY PARK MANOR NORTH INC     SHELBY PARK MANOR 9 & 10 LLC

to initiate debit entries to my (our)  Checking Account     Savings Account as indicated above in the amount of the monthly rent according to signed lease agreement. Please note that your authorization from the noted financial institution will remain in effect until **written notification** is received from you to either change account information and/or terminate further authorization. **Requests must be received by the 20<sup>th</sup> of the month to take effect the following month. PLEASE ATTACH A VOIDED CHECK FOR YOUR ACCOUNT TO THIS AUTHORIZATION. Do not submit a deposit slip.**

All Automatic Debit/Electronic Payments are scheduled for the **first day of every month**. If the first of the month falls on a Saturday, Sunday or Holiday; account debits are usually on the next business day. **Please note that Shelby Park Manor Apartments is not responsible if prior to the first business day of any month your financial institution elects to process the Automatic Debit/Electronic Rent Payment at its discretion.**

**Return this form and voided check in the payment drop box in your building.**

X

Tenant #1 Signature

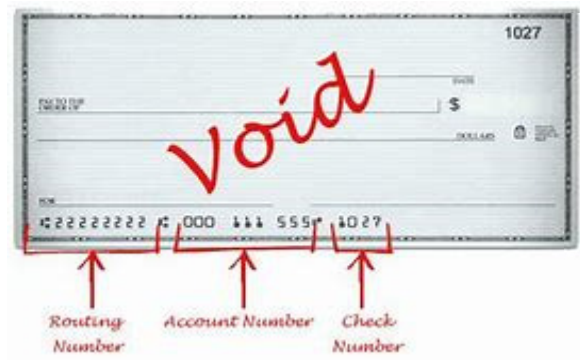
Date

X

Tenant #2 Signature

Date

*** OFFICE USE ONLY ***	
Effective Month	Date Entered/Initials
<input type="checkbox"/> Scan & Email to CL – Date/Initials	<input type="checkbox"/> Entered on Template – Date/Initials
<input type="checkbox"/> Update Rent Book - Date Initials	<input type="checkbox"/> Update Rent Book - Template Date Initials
<input type="checkbox"/> Update Rent Roll - Date/Initials	<input type="checkbox"/> File Agreement in ACH Binder - Date/Initials
Other:	



Attach voided check here