



Auto-Debit Authorization Form

PLEASE NOTE: You must allow ten business days for your auto-debit account to be set-up. As such, please continue to mail in any assessments due until you have received a confirmation email from Westward Management stating your auto-debit account is active.

Forms received after the 1st of the month will be set-up to auto-debit on the 1st day of the FOLLOWING month. If there is a balance on your account, a Westward employee will contact you to confirm a one-time payment.

Your auto-debit will not automatically update to include changes in association fees, late fees, one-time payments, special assessments, or any other additional fees charged to your account. Updates to the amount automatically withdrawn, as well as one-time payments, may be made by logging in to your account at westwardmanagement.com or by calling our office directly at 800-901-5431.

Association Name: _____

Owner Name: _____

Address: _____

Bank Name/City/State: _____

Routing Number/Company Code: _____
(First 9 digits located at the bottom left-hand corner of your check)

Account Number: _____

PLEASE ENCLOSE A COPY OF A VOIDED CHECK FOR THE ACCOUNT FUNDS WILL BE DRAWN FROM.

PLEASE READ:

I hereby authorize Westward Management and my condo association to auto-debit the above-referenced account for assessments payments.

This authorization is to remain in effect until Westward Management has received a written request of termination in such manner as to afford Westward Management reasonable opportunity to act.

Owner Name (please print): _____

Owner Signature: _____ Date: _____