

**Must be Returned to Admin By :
19th of the Month**

**BB&T ASSOCIATION SERVICES 727-549-1202 or toll free 888-722-6669
ASSOCIATION PAY (ACH) Authorization**

*Sign up for Association Pay to automatically pay your association payment
from your checking or savings account at any U.S. financial institution.*

To enroll online:

To enroll in Association Pay online, visit BBT.com/payments. If your association is not set up for online enrollment for Association Pay, complete the Association Pay authorization form below. Complete a separate authorization form for each payment obligation.

To enroll by U.S. Mail:

Complete the Association Pay authorization form and attach a voided check to the form.

Mail form to **BB&T Association Services, P.O. Box 2914 Largo, FL 33779-2914.**

Continue to make your payments until you are notified by the bank when your automatic payment will start.

Association Pay Terms and Conditions:

You are enrolling in Association Pay to authorize recurring payments through electronic funds transfers by ACH debit entries.

When your payment is due, your account is debited automatically on the 3rd of the month. If the 3rd is on a weekend or holiday, your account is debited the next business day.

Payments will appear as **MAINT PYMT BB&T BANK** on your bank statement.

Authorizations must be received by the 20th of the month to be effective for the next debit month. If the 20th falls on a weekend or holiday, the deadline is the last business day prior to the 20th. This Authorization will remain in effect until BB&T received written notice from you or your association or its management company to cancel or change it. You hereby authorize BB&T to accept changes in amounts or account information or cancellation of this Authorization from the association or its management company. Notice from you must be in writing and sent to the address referenced below or faxed to BB&T at 727-548-0277 or Toll Free Fax: 866-297-8932. Notice must be received by BB&T on or before the 27th of the month to be effective for the next debit date. When the 27th of the month falls on a weekend or holiday, the deadline is the last business day prior to the 27th. Some exceptions apply; ask a BB&T Representative for an Association Pay deadline calendar. You may print a Cancel or Change Request for Association Pay from the BB&T Online Payment System or online at BBT.com/payments. All payments initiated for debit are subject to acceptance by the designated financial institution. All ACH transactions authorized herein must comply with applicable U.S. Law. Contact BB&T Association Services at 727-549-1202 or Toll Free at 888-722-6669 with questions regarding Association Pay.

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MAIL THIS FORM TO BB&T ASSOCIATION SERVICES • P.O. BOX 2914 • LARGO • FL • 33779-2914

Attach voided check

ASSOCIATION PAY AUTHORIZATION

ASSOCIATION NAME _____ UNIT NO. _____

Is this account that is being debited for your homeowner payment funded electronically by a Financial Agency outside of U.S. territorial jurisdiction? Yes No

NAME _____ PHONE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

FINANCIAL INSTITUTION _____ PHONE _____

BANK ROUTING NO. _____ CHECKING SAVINGS ACCOUNT NO. _____

I hereby authorize the above named association to debit my checking or savings account to collect my association payments. BB&T will initiate debit entries to the above named financial institution for the purpose of making those payments. I also authorize the financial institution to withdraw these payments from my account. The transfer of funds from my account will not cease until BB&T receives written notification within 15 days before the next transaction effective date. BB&T is authorized to accept, from the association or its management company, changes in amounts, account information or cancellation of this authorization. BB&T, Member FDIC

DATE _____ SIGNED _____ SIGNED _____ BANK'S FILE COPY

Bank Use Only: Encoded Serial No.	Assoc #	Mgmt Co #	Date Received
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