

Westbrook Housing Automatic Payment Authorization

I (we) hereby authorize Westbrook Housing to initiate recurring monthly withdrawals from my account at the financial institution listed below. I acknowledge that the origination of automated clearing house (ACH) transactions from my account must comply with U.S. laws and regulations.

Bank/Depository _____ Branch: _____

Address: _____

Routing & Transit Number: _____ Account Number: _____

Account Type: ☐ Checking/Draft ☐ Savings/Share

Amount/s to be withdrawn on the 5th day of the month:

- ☐ **Rent** not to exceed \$1,200. (This may include monthly security or pet deposit payments as described in my payment agreement with Westbrook Housing.)
- ☐ **Phone Service (Larrabee Village only)**
- ☐ **Maintenance Charges**

Remember, if you receive a rent subsidy, the amount you pay for rent may change as a result of interim or annual recertifications, which is shown on your Family Information and Rent Summary.

I (we) understand that if the scheduled rent withdrawal date (5th of the month) falls on a weekend or federal holiday, the withdrawal will occur on the next business day.

This authorization is to remain in full force and effect until you, the account holder, give Westbrook Housing a written termination notice in order to give Westbrook Housing and the bank reasonable time to implement it.

Account Holder/s _____ Bldg and Unit: _____
Print

Signature/s _____ Date: _____

Please attach a voided check or a bank account verification letter to this form.