

# ELECTRONIC FUNDS TRANSFER SERVICE

The Electronic Funds Transfer service lets you automatically pay your monthly assessment. Members who participate in this service have their Fountaingrove II Open Space Maintenance Association monthly assessment automatically withdrawn from their checking account on or about the 7th of each month. There is no cost to use this service. If you would like to participate, please complete the bottom portion of this form and return it with a voided blank check. The transfer will be reflected on your checking account statement.

If you have any questions, please call Focus Real Estate & Inv., Inc. at 707-544-9443. Please either mail this form and your voided check to Focus Real Estate & Inv., Inc., 3936 Mayette Ave., Santa Rosa, CA 95405, or scan and email to info@focus-re.com, or fax it to 707-544-5418.

*The completed authorization form **must be received by the 20th of this month** for the electronic transfer to occur next month. If the authorization is received after the 20th, please mail next month's assessment. We will verify that your automatic payment is set up properly by issuing a debt of zero dollars to your account.*



## ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM

I elect to have Fountaingrove II Open Space Maintenance Association electronically debit my account on or about the 7th of each month for the assessment payment. My signature on this form authorizes the transfer transaction. This authorization is to remain in force until canceled by the account holder. I understand that the cancellation must be received 10 days prior to the following scheduled monthly withdrawal. Please remember to attach a voided, blank check from the desired account.

_____	_____	_____	
First Name	Middle Initial	Last Name	
_____		_____	
Signature		Email Address	
FGII Street Address _____		Santa Rosa, CA 95404	
_____		_____	_____
Mailing Address (if different than address of lot owned)		City	State Zip Code
_____		_____	_____
Home Phone _____	Work or Alternate Phone _____		

Attach Your Voided Check Here – See below for example how to void your check

