

# Villas of Meadow Ridge

## VOLUNTARY HOMEOWNER AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

**Association**

Name: Villas of Meadow Ridge

I (We) hereby authorize Villas of Meadow Ridge, Hereinafter called ASSOCIATION, to initiate debit entries to my (our) Checking Account indicated below at the depository financial institution named below, hereinafter called DEPOSITORY, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Bank Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Monthly Dues Debit Amount: \$ \_\_\_\_\_

Account Number: \_\_\_\_\_

\*\*ACH/Routing Number: \_\_\_\_\_  
(\*\*Please verify with your bank for proper #)

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it

Name(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: ALL DEBIT AUTHORIZATIONS MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.**

**\*Please provide a voided check with your account number.**

**\*\*You must verify with your financial institution the correct ABA routing / transit number that should be used for ACH debits.**

# Villas of Meadow Ridge

Date: \_\_\_\_\_

## OWNER/TENANT REGISTRATION FORM

### OWNER INFORMATION

Owner Name/s: \_\_\_\_\_

Unit Address: \_\_\_\_\_ Email: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

#### Emergency Contact

Name/Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Complete this section if you, the owner, live in this unit:

Car/s:

Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_ License #: \_\_\_\_\_

Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_ License #: \_\_\_\_\_

### TENANT INFORMATION

Name/s: \_\_\_\_\_ Date: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Tenant's Car/s:

Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_ License #: \_\_\_\_\_

Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_ License #: \_\_\_\_\_

Tenant given Rules: \_\_\_\_\_ CC&Rs: \_\_\_\_\_

# Villas of Meadow Ridge

## IMPORTANT NOTICE

### New Management for the Villas of Meadow Ridge on November 1, 2008

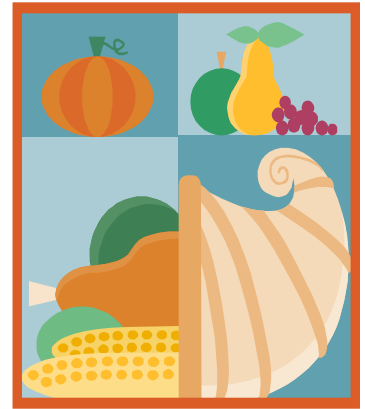
September 20, 2008

Dear Homeowner,

The Board of Directors of the Villas of Meadow Ridge is proud to announce the hiring of Property Management of Iowa, LLC as our new Property Manager for the association effective November 1, 2008. The new office number is (515) 963-1717.

We have attached an Owner Registration Form to update our records and an enrollment form for voluntary ACH (automatic dues withdrawal). The monthly dues will automatically be transferred from your checking account on the 10th day of each month if you decide to enroll in this service.

**NEW ADDITION:** A new DROP BOX will be installed at the Mail Collection Center for dues and other correspondence with Property Management of Iowa. Do not deposit cash in the box.



**Return the ACH Form (automatic dues withdrawal) by October 20, 2008 to be enrolled for November 2008.**

### Contacting Property Management of Iowa

#### Mailing Address

For Dues and Correspondence

**Property Management of Iowa**  
PO BOX 42293  
Urbandale, IA 50323

#### Ankeny Office

**Property Management of Iowa**  
1115 West 1st Street #110  
Ankeny, IA 50023  
(515) 963-1717

Web Site: [www.propertymanagementofiowa.com](http://www.propertymanagementofiowa.com)