

**DAVID CITY HOUSING  
AUTHORITY  
“SUNSHINE COURT”**

**Direct Payment Plan  
Authorization Form**

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All you need to do is:

1. Mark the box before type of account to indicate whether your payment will be deducted from your checking or savings account.
2. Fill in your name, financial institution name and location and date.
3. Attach a voided check for verification of all financial institution information.

**NOTE: Be sure to sign the form!**

**AUTHORIZATION FOR DIRECT PAYMENT**

I authorize DAVID CITY HOUSING AUTHORITY “SUNSHINE COURT” to initiate electronic debit entries to my:  checking account or  savings account for payment of my rent. I understand I will receive a notice if the amount changes. I understand this debit to my account will take place on or after the 4<sup>th</sup> of each month. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. This authority will remain in effect until I have cancelled it in writing.

Date \_\_\_\_\_

Financial Institution Name (Please Print)

\_\_\_\_\_

Account Number at Financial Institution

\_\_\_\_\_

Financial Institution Routing/Transit Number

\_\_\_\_\_

Financial Institution City and State

\_\_\_\_\_

Signature \_\_\_\_\_

**PLEASE KEEP A COPY OF THE AUTHORIZATION FOR YOUR RECORDS**

**Staple Voided Check Here**

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