



*Exclusively Managing Cooperatives,
Condominium and Homeowner
Associations Since 1998*
Chicago | Evanston | Oak Park

AUTO-DEBIT SIGN-UP & AUTHORIZATION FORM

Association Name: _____

Name: _____

Address: _____

Bank Name/City/State: _____

Routing Number/Company Code: _____
(First 9 digits located at the bottom left-hand corner of your check)

Account Number: _____

Please Read:

I hereby authorize First Community Management to auto-debit my above referenced account from my financial institution indicated on this form. Further, I authorize my financial Institution to accept any debit entries indicated by First Community Management from my account.

This authorization is to remain in effect until First Community Management has received a written request by me of its termination in such time and in such manner as to afford First Community Management reasonable opportunity to act on it (at least 10 business days).

Owner Name (please print): _____

Owner Signature: _____ Date: _____

Email: _____
(Please provide an email address in order to receive confirmation of updated. Please Print clearly.)

Please Note! You must allow ten business days for your auto-debit account to be set-up. As such, please continue to mail in any assessments due until you have received a confirmation email from First Community Management, stating your auto-debit account is active.