



## DIRECT DEPOSIT AUTHORIZATION

Initiate Direct Deposit

Revise Direct Deposit

Terminate Direct Deposit

### AUTHORIZED AGREEMENT FOR AUTOMATIC DEPOSITS (ACH CREDITS)

Company Name: Long and Foster Real Estate, Inc.

Company ID Number: 54-0840457

I hereby authorize Long and Foster Real Estate, Inc. to deposit my rental income through ACH credit entries and to initiate, if necessary, debit and adjustments for any credit entries in error to the following account:

Select One:

#### Checking Account

(attach a voided check)

#### Savings Account

(attach routing & account # from your financial institution)

Routing & Account number (please print)

Routing & Account number (please print)

Financial Institution

City

State, Zip

**>>>>PLEASE BE ADVISED<<<<  
A VOIDED CHECK OR SAVINGS VERIFICATION IS NEEDED IN ORDER TO PROCESS YOUR DIRECT DEPOSIT. YOUR REQUEST WILL NOT BE PROCESSED IF YOU DO NOT INCLUDE A VOIDED CHECK OR SAVINGS ACCOUNT VERIFICATION.**

Should I change my financial institution and/or account number, it is my responsibility to notify Long & Foster as soon as possible. This authority is to remain in effect until Long & Foster has received written notification from me of its termination in such manner as to afford Long & Foster and my bank a reasonable opportunity to act on it.

#### PROPERTY ADDRESS

NAME (please print)

DATE

SIGNATURE

FOR COMPANY USE ONLY

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

Processed By: \_\_\_\_\_

Barefoot ID: \_\_\_\_\_

NOTES: \_\_\_\_\_