

# RECURRING PAYMENT AUTHORIZATION FORM

This form authorizes Tandem Servicing, LLC to automatically deduct your monthly loan payment from the financial institution of your choice. Each billing period, your total payment amount due will be deducted from your account and applied to your monthly loan payment. Please be sure to review your billing statement before the date your payment is drafted.

## RETURNING CUSTOMERS

If you already have an account on file, check this box and verify which account to use. Don't forget to sign and date this form below.

Use a payment method on file for account ending in \_\_\_\_\_

LAST 4 DIGITS OF ACCOUNT NO.

## NEW AUTHORIZATION FORM

### BILLING INFORMATION

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Loan No. \_\_\_\_\_

### ACCOUNT INFORMATION

Name on Account \_\_\_\_\_

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

Bank City/State \_\_\_\_\_

Account No. \_\_\_\_\_

Routing No. \_\_\_\_\_

Account Type     Checking     Savings

### PAYMENT SCHEDULE

For your 30-year loan, you may choose to schedule your withdrawals any day between the 1<sup>st</sup>-5<sup>th</sup> of each month. For all other loan types, you may choose the 3<sup>rd</sup>, 10<sup>th</sup>, or 15<sup>th</sup> of each month. Please indicate your loan type and payment schedule below:

**30-year loan** - Schedule my automatic payments for the    1<sup>st</sup>    2<sup>nd</sup>    3<sup>rd</sup>    4<sup>th</sup>    5<sup>th</sup> day of each month.

**Other loan type** - Schedule my automatic payments for the    3<sup>rd</sup>    10<sup>th</sup>    15<sup>th</sup> day of each month.

### IMPORTANT NOTICE

I authorize Tandem Servicing, its authorized representatives, service providers, agents, or successors ("Lender") and the below named bank to automatically debit my bank account for the total amount due on the day indicated below for payment of my monthly billing statement. I understand that this authorization will remain in effect until I cancel it in writing with Tandem Servicing, LLC or until the associated loan matures or is paid off in its entirety. I further agree to notify Tandem Servicing, LLC in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. For ACH debits to my checking or savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. I understand that the amount due may include interest, third party fees advanced by Tandem Servicing on my behalf, and any applicable late charges. In the case of an ACH transaction being rejected for Non-Sufficient Funds ("NSF"), I understand that Tandem Servicing, LLC may at its discretion attempt to process the charge again within 30 days and agree to an additional \$25 charge for each attempted returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of US law. I certify that I am an authorized user of the above account and will not dispute these scheduled transactions with my bank or financial institution; so long as the transactions correspond to the terms indicated in this authorization form.

PRINT NAME

SIGN NAME

DATE

INTERNAL USE ONLY: Routing number  Account Number  Action Code 72  UDF 17  Verified by: \_\_\_\_\_ Date: \_\_\_\_\_