



PRE-AUTHORIZED ONLINE eCheck RENT PAYMENT FORM

This form must be completed by the person registered on the bank account. If you have any questions regarding completion of the form, please email contact@baytreepm.com.

Address of Tenancy

Tenant Full Name (as stated on the bank account)

Telephone Number

Email Address (Online Account Username)

I hereby authorize Baytree Property Management Inc. to debit my account indicated below on the first (1st) of each month for rent payments to Baytree Property Management Inc. I understand this will commence on the next rent payment due date, unless otherwise agreed upon.

ACCOUNT TYPE: **CHEQUING** **SAVINGS**

VOID CHEQUE/PAD FORM ATTACHED FOR VERIFICATION PURPOSES

(CURRENT TENANTS ONLY) Use the same bank account as previously submitted cheques

TERMS AND CONDITIONS OF THE PRE-AUTHORIZED ONLINE eCheck RENT PAYMENT PROGRAM

1. Baytree Property Management Inc. relies on the Tenant to ensure that the Tenant's/Payor's bank account is in good standing with sufficient funds to cover such pre-authorized rent payments as they become due and payable on the first (1st) of each month.
2. The Tenant's/Payor's pre-authorized online rent payment will be drawn from their account and presented on the first (1st) of each month or first banking day of the month (may take up to two (2) business days), for payment to cover the rent due for that month.
3. **Changes:** Changes to the pre-authorized online rent payment amount resulting from a rent increase will be made automatically following the recalculation of the rent, as per the rent increase notice.
4. **Fees:** There are no fees associated with using the online rent payment program. This may change at any time, but a minimum 30-day notice will be given in writing prior to the change.
5. A \$25.00 (Twenty-Five Dollar) service charge, taxes included, will be levied for each transfer items returned unpaid by the Tenant's bank, such as Non-Sufficient Funds, Account Closed, or Stop Payment.
6. **Cancellation:** This payment agreement may be cancelled at any time with written notice, given that a new payment method is agreed upon.
7. **Rights:** You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this agreement.
8. **Lease Termination:** Your payments will stop before the last month of tenancy if you submit a 60-day termination notice. Your last month deposit will be used for your last month's rent. Any outstanding balances will be drawn from your account prior to the last month of your tenancy.

I hereby agree to abide by the terms and conditions as detailed above.

Signature

Date (dd/mm/yyyy)
