

**AUTOMATED CLEARING HOUSE DEBIT AUTHORIZATION FORM ("ACH")**

ASSOCIATION NAME: On Top of the World (Central) Owners Association, Inc. and Circle Square Ranch Master Association, Inc.

NAME(S) ON LEASEHOLD ESTATE DEED: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

MANAGEMENT ENTERPRISES, INC. ACCOUNT NUMBER: \_\_\_\_\_

MONTH AUTO DEBIT TO BEGIN: \_\_\_\_\_

CURRENT TOTAL ASSOCIATION ASSESSMENTS AND LAND LEASE PAYMENT: \$ \_\_\_\_\_ \*

ADD ON RV-STORAGE RENTAL?  YES  NO TOTAL RV-STORAGE RENT \$ \_\_\_\_\_ \*\*

TOTAL CURRENT ACH DEBIT AUTHORIZATION \$ \_\_\_\_\_

NAME OF BANK: \_\_\_\_\_

NAME(S) ON BANK ACCOUNT: \_\_\_\_\_

ACCOUNT TO BE DEBITED: \_\_\_\_\_ CHECKING \_\_\_SAVINGS (please check one)

(For checking accounts, attach a voided check or a copy of your bank notification letter which includes your account number. For savings accounts, attach a voided check (deposit slip is not acceptable.)

I have included my bank account information and hereby authorize Management Enterprises, Inc. and my financial institution listed above to auto debit my account for payment of my association fees due to On Top of the World (Central) Owners Association, Inc. and Circle Square Ranch Master Association, Inc., and my rent due to On Top of the World Lease Holdings, LLC, their successors and assigns, pursuant to my lease as may be amended from time to time on the above referenced property. The auto debit will appear on my bank statement between the 5<sup>th</sup> and the 10<sup>th</sup> working day of each month under the description of "Management Enterprises". I understand this auto debit will remain in place until I notify Management Enterprises, Inc. in writing 30 days prior of new checking or savings account information in which to auto debit. I also authorize Management Enterprises, Inc. to increase/decrease the auto debit as a result of increases/decreases to association assessments and rent payments. In the event any auto debit transaction is rejected for non-sufficient funds, ("NSF"), Management Enterprises is authorized, at its discretion, to process the charge again, and I agree to an additional \$25.00 for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of auto debit transactions for my account must comply with applicable Federal and State laws. I certify that I am an authorized user of this bank account and will not dispute these scheduled transactions with my bank so long as the transactions correspond to the terms indicated in this authorization form.

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

(Only one signature required)

PLEASE RETURN COMPLETED FORM

**If by U.S. Mail to:**

Management Enterprises, Inc.  
P O Box 771029  
Ocala, FL 34477-1029

**If in person to:**

Customer Service Department  
9850 SW 84<sup>th</sup> Court, Suite 200, or  
Accounting Building, Attn: Yvette Dueno  
8445 SW 80<sup>th</sup> Street

Please contact Management Enterprises, Inc. at 352-873-6046 if you require assistance in completing this form.

\* Association assessments may increase/decrease annually on **March 1<sup>st</sup>** based upon the budget adopted by the Board of Directors for each association each year. Rent payments will increase annually on **March 1<sup>st</sup>** at an increase in rate of \$6.00 per year.

\*\*RV-STORAGE Rental Rates are subject to change without notice. Owner, by signing this form understands this rental amount is included in their monthly Association Assessment, per their request, and as a matter of convenience. This amount may be cancelled by notifying Resident Services or Management Enterprises and completing a new ACH form to acknowledge the change.