



Dear Resident/Responsible party,

Evergreen offers residents the convenient option of paying their monthly statement through automatic electronic withdrawals. Evergreen billing statements are sent out by the 7th business day of each month. Any questions or concerns with the statement should be brought to the attention of Cathy Hagene, the Accounts Receivable Specialist.

If there are no questions on the billed amount, Evergreen will initiate an electronic funds transfer (EFT) for the balance due on the statement. As an example, the billed amount shown on the statement dated March 31 would be withdrawn from the resident’s bank account on about April 25. This date may vary slightly depending on bank holidays or weekends.

In order to initiate this payment option Evergreen will need bank routing information and the account number information for the account to be charged. To initiate automatic electronic withdrawals please complete the lower section of this EFT authorization form and return it along with a voided check to either Cathy Hagene or myself. If you have any questions please feel free to call.

Sincerely,

William J. Krueger
 Business Resources Manager
 Evergreen Retirement Community
 920.237.2111

Cathy Hagene
 Accounts Receivable Specialist
 Evergreen Retirement Community
 920.237.2113

Electronic Withdrawal Authorization Agreement – For Automatic Withdrawals (Debits)	
Company Name Evergreen Retirement Community, Inc.	Company ID Number 39-1081800
I hereby authorize <u>Evergreen Retirement Community, Inc.</u> , hereinafter called COMPANY, to initiate debit entries from the account indicated below and the depository named below.	
Depository Name (Financial Institution) Branch	Transit/ABA Number
City, State, ZIP	Account Number
This authority is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.	
Name (Please Print)	Resident #
Signature	Date