

# HabTex Mortgage Recurring Payment Authorization Form

Use this form to schedule your monthly payment to be automatically deducted from your bank account. It's convenient (saving you time and postage), and your payment will always be on time, eliminating late charges.

## Here is how recurring payments work:

You authorize regularly scheduled charges to your checking/saving account. You will be charged each month for your principal, escrow, and any other charges outlined in your mortgage document. A receipt for each payment will be emailed to you and the charge will appear on your bank statement as "ACH Debit." You agree that no prior-notification will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected.

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## Instructions: Fill this form out and return to this address:

I, \_\_\_\_\_, authorize HabTex Mortgage to debit my account each month.

My address is: \_\_\_\_\_ Phone #: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Email: \_\_\_\_\_

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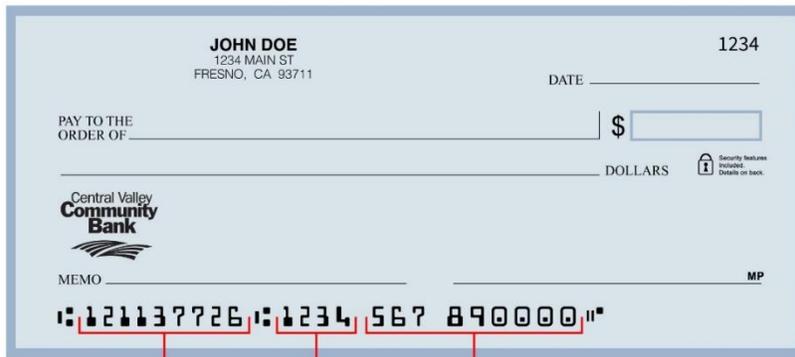
Account Type:     Checking     Savings    Name on Account: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

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

What day of each month would you like your payment to be drafted? \_\_\_\_\_

**Attach a  
voided check  
here.**



**Routing No.    Check No.    Account No.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Return this form to:**  
HabTex Mortgage  
PO Box 850  
Buda, TX 78610

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify HabTex Mortgage 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debits to my checking/savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account without delay. In the case of an ACH Transaction being rejected for nonsufficient funds (NSF), I understand that HabTex Mortgage may, at its discretion, may attempt to process the charge within 30 days, and I agree to an additional \$25 charge for each return NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of the ACH transactions to my account must comply with the provisions of US law. I certify that I am an authorized user of this account and will not dispute the scheduled transactions with my bank as long as the transactions correspond to the terms in this authorization form and my mortgage documents.