



CANCELLATION OF PRE-AUTHORIZED ELECTRONIC PAYMENT FOR ANTHEM ASSESSMENTS

This form is to be used when an Anthem property owner wishes to discontinue paying assessments by ACH Direct Debit. Previously, the undersigned completed an application to allow the Anthem Community Council (ACC) to use the Federal Reserve System's Automated Clearing House (ACH) to create an electronic transfer from the bank account designated by the undersigned directly into the ACC's bank account.

The ACC sends an electronic file to the bank on about the 4th or 5th of any given month which then creates the electronic withdrawal from the owner's bank account, usually on the 6th or 7th of any given month. If the ACC receives this cancellation notice from you between the 1st and 3rd day of any given month, we will be able to cancel the disbursement for that specific month. If the ACC receives this cancellation notice from you after the 3rd of any given month, we will be unable to stop the ACH withdrawal for that specific month, but will make the cancellation effective for the next month.

Should an owner at some later date wish to again sign up for the ACH Direct Debit program, a new pre-authorized electronic payment form and voided check will need to be completed and submitted.

Please retain a copy of this Cancellation Form for your records. Should you wish to discuss this Cancellation Form, please contact the Anthem Council Finance team at AR@AnthemCouncil.com.

I, the below identified property owner, instruct the Anthem Community Council to promptly terminate and cancel any and all previous instructions or agreements I have made with respect to utilizing the ACH Direct Debit program.

Name(s) of Property Owner: _____

Anthem Property Address: _____

Owner's Email Address: _____

Owner's Telephone Number: _____

Signature of Property Owner: _____

Date Signed: _____

Please either mail this form to: Anthem Community Council, Inc.
Attn: Accounting
3701 W. Anthem Way, Suite 201
Anthem, AZ 85086

Or email this form to: AR@AnthemCouncil.com