

## **Pre-Authorized Debit Information**

As a tenant of Group II Investments, you have the option of paying your rent through our Pre-Authorized Debit (PAD) system. The PAD system automatically withdraws the amount of your rent from your bank account on the first business day of each month.

This convenient system eliminates the need to submit a monthly cheque or money order, pay your rent in cash at our office, or submit post-dated cheques to us. It also ensures that your rent payment is always on time to avoid paying late fees.

If you want to sign up for the PAD system, please fill out the attached Pre-Authorized Debit Agreement and either return it to the Resident Manager or to the Group II office by the 20<sup>th</sup> day of the month prior to the month you wish the automatic withdrawals to start.

If you sign up for the PAD system and later want to make changes to or cancel the Agreement, change/cancellation forms are available from the Resident Manager.

If you use the PAD system, it is important to have sufficient funds in your account to cover your automatic rent payment – if not, you may be subject to Non-Sufficient Funds (NSF) fees and late fees.