



P. O. Box 1196 Avon, CO 81620-1196
Phone: 970-845 4549 Fax: 970-845-4511

Dear Owner,

The Christie Lodge Owners Association now offers free **AUTOPAY** services to conveniently pay your association dues, on time, every time.

You have two **AUTOPAY** options:

- 1) A charge to your credit card.
- 2) An Automated Clearing House (ACH) debit to your checking or savings account.

Once enrolled, The Christie Lodge Owners Association will initiate a charge to your credit card or debit your checking or savings account for the balance due as shown on your current statement. You will receive reoccurring charges concurrent with our billing cycle, due and payable January 1st and July 1st of every year.

Once enrolled in **AUTOPAY** you will continue to receive your maintenance fee statement. Please continue to pay your balance due until notified on your statement that **AUTOPAY** is active. **AUTOPAY** will continue until you request in writing to be removed from the program.

How do I sign up?

- 1) For credit cards, fill out the Autopay Authorization Form complete with account number expiration date and signature.
- 2) For Automated Clearing House (ACH) debit to your checking or savings account drawn on a US Bank payable in US Dollars, fill out the Autopay Authorization Form complete with account number and a **VOIDED CHECK** or **SAVINGS DEPOSIT SLIP**.

Mail To: The Christie Lodge
ATTN: Accounting Autopay
P.O. Box 1196
Avon, CO 81620

Authorization forms may also be accessed at www.christielodge.com in the secure owner area.

How do I cancel AUTOPAY?

Please contact us thirty (30) business days in advance of your payment due date, to allow the AUTOPAY cancellation to go into effect.

How do I change AUTOPAY?

If you change credit cards or wish to use a different account for ACH debit, you need to complete this form again. Please contact us thirty (30) business days in advance of your payment due date, to allow the AUTOPAY changes to go into effect.



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AUTOPAY Authorization Online Form

Please continue to pay your bill until notified on your statement that AUTOPAY is active. Authorization may be revoked provided written notification is received thirty (30) business days prior to the payment date to: The Christie Lodge, ATTN: Accounting – Autopay, PO Box 1196, Avon, CO 81620.

Name (As It Appears On Your Bill)

Contract Number (If multiple please list all contract numbers)

Street Address (As It Appears On Your Bill)

City State Zip Code

Home Phone Work Phone

_____ **Please Withdraw Payments Directly From My:**
_____ Checking Account (Voided Check Required)
_____ Savings Account (Voided Savings Deposit Slip Required)

Name of Bank or Financial Institution

Bank or Financial Institution Account Number

Bank or Financial Institution Address

City State Zip Code

_____ **Credit Card Information: MasterCard, Visa, Discover, American Express**

Account Number: _____

Expiration Date: _____

I _____ authorize The Christie Lodge Owners Association to charge my MasterCard, Visa, Discover, American Express, Savings or Checking account, detailed above semi annually for any accrued balance on my Christie Lodge Owners Association account. I accept full responsibility to keep the information current. I understand charges will continue until written revocation notice is received. The written revocation must be received thirty (30) business days prior to the payment date at: The Christie Lodge, ATTN: Accounting – AutoPay, PO Box 1196, Avon, CO 81620, or payments will continue to be processed.

Authorized Signature: _____ **Date** _____
(REQUIRED)