

SUREPAY

► AUTHORIZATION FORM

I authorize Hawaiian Properties, Ltd. as Agent for my association and the financial institution named below to initiate transfers from my account to pay for my association charges. The form must be received by the 20th of the month for SurePay to start on the 10th of the following month. *

I understand that there will be a handling fee for SurePay payments that cannot be processed due to insufficient funds, stop payments, or account closures.

This authorization will remain in effect until terminated by myself or by Hawaiian Properties, Ltd. If Hawaiian Properties wishes to terminate services, a notification letter will be sent.

To terminate SurePay, I understand that I must notify Hawaiian Properties, Ltd. in writing by the 20th of the month to terminate services for the following month. If it is received after the 20th, SurePay will be terminated on the next payment cycle.

Name: _____

Email Address: _____

Phone Number(s): _____

Hawaiian Prop Acct #: _____

Property Name / Unit #: _____

Bank Acct #: _____

Financial Institution: _____

9-Digit Routing Number: _____

Account Type: Checking Savings

Attach a voided check for checking accounts or a bank statement copy for savings accounts.

Should my account with the association become delinquent at any time, I authorize and understand that the payments owed to the association including but not limited to late fees, attorney fees and costs shall be applied according to the association's priority of payment.

Authorized Signature _____ Date _____

Account Holder Name (please print) _____

*If the 10th falls on a weekend or holiday, SurePay will deduct on the next business day.

SUREPAY

► AUTHORIZATION AGREEMENT

Please keep this section for your financial records.

On _____ (date), I authorized Hawaiian Properties, Ltd. to begin deductions from my financial institution to pay my association charges for my unit.

Association Name: _____

Unit Number: _____

Financial Institution: _____

Account Number: _____

Account Type: _____

I understand that there will be a handling fee for SurePay payments that cannot be processed due to insufficient funds, stop payments, or account closures.

This authorization will remain in effect until terminated by myself or by Hawaiian Properties, Ltd. If Hawaiian Properties wishes to terminate services, a notification letter will be sent. If you would like to terminate SurePay services, please send written notice to:

Hawaiian Properties, Ltd.
Attn: SurePay
PO Box 38078
Honolulu, HI 96837-1078

Your letter must be received by the 20th of the month to terminate SurePay for the following month.

SUREPAY

Automatic Payment Service
For your Association Charges

Why sign up for Surepay?

Save postage
Avoid late fees
Save time



Hawaiian Properties, Ltd.

PO Box 38078
Honolulu, HI 96837-1078
Phone: (808) 539-9777 Fax: (808) 521-2714
www.hawaiianprop.com

Would you like to...

Save on postage? Avoid late fees?

Not have to worry about sending in a check every month?

Hawaiian Properties, Ltd. offers **SUREPAY**, an automatic payment program, for association fees. It is an easy and convenient way to pay your fees/dues or other charges through any participating local or mainland bank, savings and loan, or credit union.

How does SurePay work?

Each month, the amount due for association charges is deducted from your bank account. SurePay allows your bank to electronically transfer the funds to your association's bank account.

Why should I sign up for SurePay?

You will not have to worry about sending in a check every month. It saves you time and postage costs. If your fees change, the SurePay deduction will automatically adjust. You do not need to do anything.

How do I sign up?

To get started, complete the SurePay Authorization form. It authorizes Hawaiian Properties, Ltd. to directly debit your checking or savings account on the 10th of the month.

Note: If the 10th falls on a weekend or holiday, the funds are deducted on the next business day.

How do I know if SurePay has started?

If we receive your authorization form prior, to the 20th of the month, we will start your payments the following month. A confirmation letter from Hawaiian Properties, Ltd. will be sent to you.

How do I stop SurePay services?

If you decide to stop SurePay and pay your fees directly, you must send in a written notice to Hawaiian Properties, Ltd. by the 20th of the month to terminate services for the following month.

If you have any questions, please call our Accounting Department at (808) 539-9777.

SUREPAY

▶ INSTRUCTIONS

To get started with SurePay, please follow the steps below.

1. Complete the SurePay Authorization Form (*see reverse side*)
2. Attach a voided check for checking accounts or a copy of your bank statement for savings accounts.
3. Mail the completed application to:

Hawaiian Properties, Ltd.

Attn: SurePay

PO Box 38078

Honolulu, HI 96837-1078

Please review your bank statement for your first SurePay payment. If we receive your authorization form by the 20th of the month, SurePay will be effective the following month.

A confirmation letter from Hawaiian Properties, Ltd. will be sent to you.

Please let us know in writing, if there are any changes to your mailing address or account information.

If you have any questions, please call our Accounting Department at (808) 539-9777.