



## Mortgage Recurring Payment Authorization Form


### Automatic, Convenient, On-time Payments

#### Getting started is easy with our recurring payment options:

- **Online:** Visit us at [truist.com/myhomepayment](https://truist.com/myhomepayment). Also, download your statements, enroll in paperless statements, and more.
- **Phone:** Contact Client Services at 800.634.7928, Monday through Friday, 8 am to 8 pm and Saturday, 9 am to 3 pm ET
- **Mail/Fax:** Complete and return this form via mail or fax to Truist Bank, P.O. Box 1868, Greenville, SC 29602-1868 or FAX: 844.217.5137

**Note for the borrower setting up recurring payments:** You will be the only borrower able to view, modify, or cancel the arrangements. Please update all other borrowers with the arrangements you make for awareness to avoid duplication. We must receive your request at least seven days before your next draft date to edit or cancel the recurring payment. Truist will continue to send monthly periodic billing statements.

#### Banking Information

Name on Account			 <i>If your account is held with a credit union, verify the routing and account numbers used for ACH drafting as they may be different from what is shown on your check or deposit slip.</i>
Account Type	<input type="checkbox"/> Checking	<input type="checkbox"/> Savings	
Bank Name			
Bank Routing Number			
Bank Account Number			

#### Draft Details

- Select the day of the month you would like to have your payment drafted: \_\_\_\_\_  
*The draft date must be between the due date and the date the late charge is assessed. This information is located on your billing statement.*
- Select the month of your first recurring payment: \_\_\_\_\_
- Specify additional funds to be applied towards principal: \$    ,    .     
*Do not include monthly payment amount. This section is for additional principal only.*

#### Mortgage Information

Borrower Name		Mortgage Loan Number	
Property Address		Mailing Address (if different)	
Best Phone Number		Email Address	

#### Here's how recurring payments work:

- You will authorize Truist Bank, its successors or assigns, to initiate a monthly draft from checking or savings account in the amount of your current scheduled monthly payment for each billing period.
- Because this is an electronic transaction, funds may be applied to your mortgage on the day we initiate the payment, but your banking institution may take extra time to clear on their end. You can always confirm a payment by signing onto your mortgage account online, or by viewing your billing statement.
- In the event your payment amount changes, as an example due to an escrow adjustment Truist will automatically draft the new amount due. You will be notified by mail at least 10 days prior to your next scheduled payment withdrawal date of any changes in your payment resulting from escrows or other charges.
- Should the date for your scheduled payment fall on a weekend or a holiday, your payment will be withdrawn on the next business day.
- Payments scheduled for the 30th or 31st in a month where that date will not occur will be processed on the last business day of the month.
- We may try to withdraw funds a second time if there aren't sufficient funds at the time of our first attempt. A non-sufficient funds ("NSF") fee may apply to your account if the funds are not available at the time of debit. We will let you know in writing if we need to cancel your recurring payment authorization due to repeated returns caused by non-sufficient funds.

I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law.

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

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



Equal Housing Lender. Truist Bank NMLS #399803