

**BRODIE MANAGEMENT, INC.**  
**P.O. BOX 529**  
**TIMONIUM, MD 21094-0529**  
**Telephone: 410.825.6060**  
**Facsimile: 410.321.9432**  
**Email: acctg@brodiemgmt.com**  
**Direct Debit Form**

Dear Homeowner:

If you would like to have your payment automatically deducted from your bank account ("Direct Debit") rather than mail a check each month, please **complete and sign the authorization at the bottom of this letter and mail it, together with a voided blank check and one of the enclosed coupons, to the above address.**

If we receive this authorization on or before the 19<sup>th</sup> day of the month, the Direct Debit will be effective on the first day of the following month. If we receive this authorization later than the 19<sup>th</sup> day of the month, the Direct Debit will be effective on the first day of the second month following receipt.

If we are currently processing your monthly payment by Direct Debit you may ignore the enclosed coupons. We will continue to Direct Debit your account without further notification from you. If the amount of your payment changes, we will automatically make the appropriate adjustment to the amount of your Direct Debit.

**DIRECT DEBIT AUTHORIZATION:**

Please Direct Debit my bank account for my monthly payments. **I understand this will occur between the 1<sup>st</sup> and 7<sup>th</sup> business day of each month.** It is also understood that you will automatically change the amount of the Direct Debit each time the amount of the payment changes.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Unit Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email

\_\_\_\_\_  
What month would you like the Direct Debit to start?

**Attach Voided Blank Check and One of the Enclosed Coupons Here**