

Northwest Regional Council of SMART

Local 16 / Local 23 / Local 55 / Local 66 / Local 103

11831 Beverly Park Rd. B-2, Everett, WA 98204

PH 425 697-9100 / Fax 425 493-5901

AUTOMATED CLEARING HOUSE (ACH) RECURRING MONTHLY DUES WITHDRAWAL

Authorization Form

Instructions

If you would like to authorize the Northwest Regional Council (NWRC) to deduct your monthly dues payment by **Automatic Deduction from your bank account**, please:

- Complete the form below.
- **Attach** a voided, unsigned **check** or a **printed Deposit slip or Bank Verification** to the form. We **will not** set up or attempt to process payments if there is no voided check or printed deposit slip attached.
- Sign and return the original form and a voided check to the NWRC.
- Retain a copy for your records.

ACCOUNT HOLDER INFORMATION	FINANCIAL INSTITUTION INFORMATION
Name (as it appears on account) PLEASE PRINT	Bank / Institution Name Branch
Home Street Address	City State
City State Zip	Routing Number
Member Number (or last 4 digits of Soc. Sec.)	Account Number
Phone	Account type (checking / savings)

According to the information provided on this form I hereby authorize the Northwest Regional Council of SMART to make withdrawals from my checking / savings account on a recurring monthly basis on the **10th of each month** for the purpose of dues collection. I understand that should the monthly dues amount change in accordance with Northwest Regional Council and affiliated Local Unions governing documents (e.g. apprentice upgrades / change of class), the automatic withdrawal amount will be automatically updated to reflect this change, unless otherwise instructed by me, **in writing**.

I understand that I may terminate this agreement at any time by giving written notice not less than 5 days prior to the next scheduled withdrawal. This authorization is to remain in effect until the Northwest Regional Council receives a **written** termination or change notice from me.

SIGNATURE

DATE

START MONTH

MONIES WILL BE WITHDRAWN ON THE 10TH OF EVERY MONTH

****REMEMBER TO ATTACH A VOIDED CHECK OR PRINTED DEPOSIT SLIP**
THE COUNCIL WILL NOT SET UP OR ATTEMPT TO PROCESS PAYMENT WITHOUT ONE**

Northwest Regional Council of SMART

AUTOMATIC WITHDRAWAL (ACH) DUES PAYMENT

TERMS AND CONDITIONS

- Withdrawals will be made on the 10th of each month.
- The withdrawals will occur no earlier than the withdrawal date of the 10th. If the 10th falls on a weekend or holiday, the Northwest Regional Council (NWRC) will initiate the transfer on the next regular business day.
- If the dues amount changes in accordance with the NWRC and all affiliated Local Unions governing documents (e.g. apprentice upgrades / change of class), the automatic dues payment will be automatically updated to reflect this change, unless instructed otherwise by applicant **in writing**.
- If a withdrawal or transaction fails due to **insufficient funds** in the account, the withdrawal will automatically be reattempted approximately 5 business days later. If the second attempt comes back due to insufficient funds, this transaction will be treated as an NSF (nonsufficient funds) check, subjecting the applicant to a \$28 NSF charge. A letter of NSF notice will be sent, and **automatic withdrawals will stop** until NSF payment is received by check or money order. If two separate NSF transactions occur in a one-year period, the applicant will not be eligible for Automatic Dues Withdrawal option for 2 Years.
- ACH withdrawals are only available for **recurring Automatic Monthly** withdrawals and are **FREE**.
- Signed automatic payment agreements may be terminated at any time by giving **written** notice not less than 5 days prior to the next scheduled withdrawal.