

## ACH Recurring Payment Authorization Form

Scheduling your payment to automatically debit from your checking or savings account is convenient and ensures your payment is on time. You will be debited the amount indicated on your monthly billing statement. **Please complete the information below to get started.**

I want to:  Set Up New ACH  Update banking information  Change the recurring date

\_\_\_\_\_  
Name of Borrower/Borrowing Entity/Company

\_\_\_\_\_  
NorthMarq Loan Number

\_\_\_\_\_  
Borrower Billing Address, City/State

\_\_\_\_\_  
Billing Contact Person

\_\_\_\_\_  
Billing Contact Email

\_\_\_\_\_  
Phone Number

Account Type:  Checking  Savings

Bank Name: \_\_\_\_\_

Bank Routing #: \_\_\_\_\_ Account Number: \_\_\_\_\_

\*Debit my account on the \_\_\_\_\_ of each month, starting with the \_\_\_\_\_ payment.  
(\*day) (month / year)

*I acknowledge that signing up for ACH does not alter the due date or waive my late charge language as outlined in the loan documents. As a reminder, late charge grace periods are intended to cover any and all circumstances, including errors by the sending bank. NorthMarq will automatically deduct the payment due from the account on the draft date as specified above. However, Lender and/or individual loan requirements will supersede draft dates when necessary.*

*I authorize NorthMarq and the bank named above to initiate variable entries to my account. This authority will remain in effect until I notify NorthMarq or the bank in writing to cancel it in such time as to afford all parties a reasonable opportunity to act on it. I can stop payment of any entry by notifying NorthMarq or the bank three business days before my account is charged. I understand the bank will automatically deduct the payment due from my account on the due (day) date of the payment or the next business day.*

\_\_\_\_\_  
Signature Required (I hereby certify the above information is correct.)

\_\_\_\_\_  
Date

PLEASE EMAIL THIS FORM TO [ACH@NORTHMARQ.COM](mailto:ACH@NORTHMARQ.COM) or mail to:  
NORTHMARQ CAPITAL, LLC - 3500 AMERICAN BLVD WEST - SUITE 500 - BLOOMINGTON, MN 55431-4435

### **TO ENSURE PROPER SET UP AND AVOID DELAYS, A VOIDED CHECK IS REQUIRED**

Automatic Payments are not to be set up without a voided check or letter from bank (for checking accounts only) or deposit slip (for savings accounts only).

Please allow 5-7 business days for the first automatic payment. You will receive a confirmation email once your request is processed.