



Banker Name \_\_\_\_\_ Phone \_\_\_\_\_

### Authorization of Automatic Payment Withdrawal for Consumer Leases

**Instructions:**

1. Read Automatic Payment Terms & Conditions.
2. Please complete payment and transfer information in all sections below.
3. Sign and date in "Authorized Account Signers" Section
4. Return the completed form to:
  - U.S. Bank
  - Consumer Lease Maintenance – MK-WI-FCPT
  - P.O. Box 2188
  - Oshkosh, WI 54903-2188
  - Or fax to: 920.237.8867
5. Please keep one copy of this document for your records.

### Customer Information – Please Print

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

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Lease Account Number: \_\_\_\_\_

### Take Payment from the Following Deposit Account – See Terms & Conditions on back of form

Deposit Account Number	Account Type	Financial Institution Name	Routing/Transit Number
_____	<input type="checkbox"/> Checking* <input type="checkbox"/> Savings	_____	_____
	*If checking, please attach a voided check.		

NOTE: An automatic payment will occur each month regardless of any additional payments that are made to the lease agreement.

**Due Date and Payment Amount** - Your automatic payment amount and due date will be per your lease agreement. See Terms & Conditions on the back of the form.

### Authorized Account Signers

I authorize U.S. Bank to set up my Lease Account with Automatic Payments and to debit my Deposit Account and credit my Lease Account as directed above. By signing this form, I understand and accept the terms and conditions associated with this form. (See Terms and Conditions on back of form)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



## Consumer Lease Authorization of Automatic Payment Withdrawal

### Automatic Payment Terms & Conditions

- Complete this form and attach a voided check from the deposit account that is to be debited each month.
- The form must be received and processed at least 5 business days before the next due date for the payments to occur automatically. Contact U.S. Bank 24hr Banking at one of the numbers listed below to inquire on whether the Automatic Payments have been established on your account.
- If Automatic Payments cannot be established as requested, a letter will be mailed to you with a brief explanation of any issues. This may cause a delay in set up of your Automatic Payments. You will still be responsible to make any billed payments until Automatic Payments have been established.
- **You will not receive monthly billing statement while your account is set up on Automatic Payments unless there are fees, taxes, or additional charges on the account. These additional assessments will not be automatically deducted; they will instead be billed to you at the end of your lease term.**
- If you choose to make additional payments outside of your Automatic Payment, your Automatic Payment will still be debited from your Deposit account on each due date.
- Your Automatic Payment Due Date will be the contracted due date as indicated on your lease agreement.
- Your Automatic Payment Amount will be the contractual amount due as indicated on your lease agreement.
- If your due date falls on a weekend or a holiday, the Automatic Payment will be debited from your Deposit account on the following business day.

**To cancel Automatic Payments**, U.S. Bank must be notified at least three business days prior to the applicable payment date by calling U.S. Bank 24hr Banking at one of the numbers listed below. If the Automatic Payment is not cancelled in time, the system will still debit the payment from your Deposit account.

**Any fees assessed to your account** such as late or insufficient funds will be due at the end of your lease term.

**To change your contractual due date, a fee may apply.** Please contact U.S. Bank 24hr Banking at one of the numbers listed below for assistance.

**Conditions that may cause the Automatic Payment to be cancelled on your account:**

-If your Automatic Payment has been returned due to insufficient funds for three consecutive payments. A payment returned as insufficient funds may be assessed a fee which will be due at the end of your lease term.

-If we receive notice that your Deposit account has been closed or frozen, or is an invalid number. A payment returned due to the Deposit account being closed, frozen or invalid may be assessed a fee which will be due at the end of your lease term

**Any questions regarding your account or Automatic Payments, please call one of the service centers below:**

**U.S. Bank 24-Hour Banking**

Denver area	303.585.8585	Milwaukee area	414.765.4636
Cincinnati area	513.632.4141	Portland area	503.USBANKS (872.2657)
St. Louis area	314.425.2000	Minneapolis/ St. Paul area	612.USBANKS (872.2657)
TDD access	800.685.5065	All other areas	800.USBANKS (872.2657)