



Triangle Fraternity Building Loan Fund Automatic Payment Plan

All BLF mortgage payments are now processed automatically using electronic funds transfer (EFT). No doubt you have some insurance payments or perhaps your personal home mortgage or auto loan set up this way. Basically, on a set day each month, the payment is automatically deducted from your checking or savings account. Once it's set up you don't have to do anything else — except make sure there's enough money in the account to cover the payment.

The obvious advantage to you, of course, is a reduction in workload. You don't have to write a check each month. You don't have to worry about being out of town for vacation or on business. You don't have to find the address label or search for the address to send the payment to. And, of course, you don't have to pay postage. The record of payment to BLF payment will appear on your monthly account statement. We gain the advantage of not having to process that check and payments can be processed in a regular, orderly manner.

To set up EFT processing, please complete the authorization form as follows:

- Enter the name and address of your financial institution (the bank where you have the checking or savings account from which you want to make BLF payments);
- Enter your name, address, and title.
- Sign and enter the date.
- Enter your checking and savings account numbers. *(For your information, the automatic withdrawal will be from your checking account unless you only supply the savings account number.)*
- Enter the financial institution routing number. *(If you look at a check, you will see a set of three machine readable numbers at the bottom. From the left, the first is the routing number, the second is your account number and the third is the check number.)*
- Fill in the bottom part of the form and keep it for your records.
- Attach a voided check to the top part of the form and return it to the address below.

Payments will all be processed on the 10th of each month. However, the bank may require a pre-processing period of up to 3 weeks before we can begin automatic transfers. That means, if the authorization is received during the first few days of the month, we can begin automatic payments on the 10th of the following month. Otherwise, processing may not begin until the 10th day of the second month following

If you have any questions, please do not hesitate to contact:

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