

VALLEY GROVE HOMEOWNERS ASSOICATION
1 BISON TRAIL
BOZEMAN MT 59718
Bookkeeping: 406-570-5026 OR meg@tetonbookkeeping.com



AUTOMATIC PAYMENT OF DUES SET-UP REQUEST

Please complete and sign this application:

Customer Name(s) _____

Property Address _____

Mailing Address _____

Email _____

Phone Number _____

Visa/MasterCard Debit/Credit card number and expiration date:

_____ - _____ - _____ - _____ Expiration Date ____/____

Name as it appears on card _____

Billing address for card _____

Zip code for billing address for card _____

I want my Valley Grove Homeowners Association (VGHOA) dues automatically charged to my debit/credit card. I authorize VGHOA to establish automatic payments for my dues.

I understand that my dues will be electronically charged to my debit/credit card until I give further written notice. I understand that canceling this service can take up to 15 days.

As of July 1, 2023, I understand that a charge of **\$56.67** will processed around the **1st** of each month. I understand that the first month will include any past due amounts owing on my account including but not limited to dues, finance charges or other fees outstanding.

By signing, I authorize Valley Grove Homeowners Association to process the payment as specified above. THIS AUTHORIZATION IS NON-NEGOTIABLE AND NON-TRANSFERABLE.

Signature of cardholder _____ Date _____

AUTOMATIC PAYMENT OF DUES
Frequently Asked Questions

How does the program work?

Once you sign up for automatic payments, we will automatically charge your debit/credit card **\$56.67** around the **1st** of each month. This will pay your dues for that month.

What if I have a previous balance on my account?

The first charge will include any past due balance.

What type of credit/debit cards will work?

Visa and Master Card

Why should I sign up for Automatic Payment?

Convenience, security and peace of mind. You will no longer have to write a check for your quarterly dues – no checks, no stamps, no envelopes and no trips to the mail/drop box. You will also have the confidence that your dues payment will be made automatically, on time and through a secure method.

Does Automatic Payment cost anything?

There is no charge to set-up or use Automatic Payment.

How can I begin this convenient service?

It's very simple. Just fill out the Automatic Payment of Dues Set-up Request Form and mail it to us.

Can I cancel the ACH service?

The Automatic Payment can be canceled with written notice. Cancellation can take up to 15 days to process.