

AUTOMATIC PAYMENT PROGRAM (“APP”)

Do you want to save time and postage every month? Explore New Hampshire Housing’s Free Automatic Payment Program (APP).

HOW DOES THE PROGRAM WORK?

Once you sign up with APP, we will automatically deduct your mortgage, fee or other type of payment from your checking or savings account each month. We will send notification to your bank to transfer the exact amount of your payment within three days of your payment due date, from your checking or savings account to us. You will receive information about the transaction each month on your regular bank statement.

WHAT ARE THE ADVANTAGES?

Convenience. You will no longer have to write a check each month for your payment. No Checks. No stamps. No envelopes. No trips to the mailbox. APP will save you time and money. Security. You’ll have peace of mind knowing that your monthly payment was made automatically and on time. You won’t have to worry about forgetting to mail your check.

APP IS FREE AND EASY

There is absolutely no charge for our APP service. We offer it to our customers because it assures prompt and accurate payments. It is simply more convenient for you and us.

CAN I STILL MAKE ADDITIONAL PRINCIPAL PAYMENTS OR ESCROW DEPOSITS?

Yes! If you want to make additional payments, either designate below the amount of the principal curtailment to be withdrawn in addition to your monthly payment, or simply mail a check for the desired amount by the first day of the month. Additional escrow can be mailed anytime. Please include your account number and the words “additional principal” or “escrow deposit” on the face of your check.

HOW CAN I BEGIN THIS CONVENIENT SERVICE?

It’s very simple. Just fill out the authorization agreement and return it to us. Please enclose a voided blank check or savings account deposit slip with the authorization agreement. (Simply write “void” across the face of your check) or a savings deposit slip from a current savings account. The Authorization agreement and your voided check or savings deposit slip will give us the accurate information we need to begin your APP service and start saving you time and postage.

We will notify you in writing which month’s payment will begin your APP service. Usually, processing takes about 45 days. However, please continue to make your normal payments, UNTIL YOU ARE NOTIFIED BY NEW HAMPSHIRE HOUSING WITH A CONFIRMATION LETTER. Fill out and return the APP authorization agreement today. You’ll have one less thing to worry about month to month.

If you have any questions, please call Barbara Rush at 1-603-310-9309.

CAN I CANCEL THE APP SERVICE?

The APP service may be canceled by sending us a written notice 30 days prior to your next due date, to the address listed below.

WHAT HAPPENS IF I CHANGE MY BANK?

If you move your checking or savings account from your current bank to another one, you need to complete a new authorization agreement and mail it to us along with a “voided” blank check or savings account deposit slip, prior to the 1st of the month. When we receive the new form and your “voided” check or savings account deposit slip, please allow 2 to 3 weeks for the change to take place. We will notify you when the APP service will begin on your new account.

AUTHORIZATION AGREEMENT FOR MONTHLY AUTOMATIC PAYMENT NEW HAMPSHIRE HOUSING, PO BOX 5087, MANCHESTER, NH 03108		Account Number _____
<p>I (we) hereby authorize New Hampshire Housing and its successors, assigns, authorized agents or any entity servicing my loan on their behalf (hereinafter called THE LENDER) to initiate mortgage, fee or other type of payment debit entries (which may vary from the amount indicated below with future changes in escrow, principal and interest components, as applicable) to my (our) Checking or Savings Account indicated below and the depository named below to debit the same to such account. I (we) understand if my current account is in arrears, the first debit payment under this program will bring my account current. I (we) understand that if any debit entries under this authorization are returned for insufficient funds or otherwise dishonored, I (we) will promptly send THE LENDER the total monthly payment due, plus any late charge(s) or other fees due.</p>		
BANK NAME _____	YOUR NAME _____	
BANK ADDRESS _____	YOUR ADDRESS _____	
BANK PHONE # _____	YOUR PHONE # _____	
(Check One) CHECKING _____ SAVINGS _____	YOUR EMAIL _____	
BANK ACCOUNT # _____	BANK ROUTING # _____	
(Check One) Continue mailing monthly billing statements _____	Discontinue mailing monthly billing statements _____	
<p>This authorization is to remain in full force and effect until THE LENDER has received written notification from me (us) of its termination in such time and in such manner as to afford THE LENDER a reasonable opportunity to act upon it. THE LENDER may terminate this agreement at any time, with written notice sent to me.</p>		
NAME(S) _____ (PLEASE PRINT)	PAYMENT AMOUNT \$ _____	
	ADDITIONAL MONTHLY PRINCIPAL (if any) \$ _____	
DATE _____	SIGNED X _____	
PLEASE CONTINUE TO MAIL YOUR PAYMENTS UNTIL WE NOTIFY YOU OF YOUR DRAFT DATE		
For Office Use Only: Effective Date _____		Loan In Arrears Y or N _____