COVEY FINANCIAL

AUTOMATIC PAYMENT AUTHORIZATION · RECURRING ACH DEBIT

Complete this form to have your monthly mortgage payment drafted automatically from your bank account. Automatic payment is a free, optional convenience. Please print clearly, attach a voided check (or a bank letter) for the account you want debited, sign, and return the form using the instructions on the last page.

1. Borrower & Loan Information

Loan / Account number:

Property address:

	BORROWER	CO-BORROWER
Full name		
Phone number		
Email address		

2. Bank Account to Be Debited

Attach a voided check or a letter from your bank showing the account and routing numbers. Do not attach a deposit slip — the routing number on a deposit slip is often different.

Name(s) on the bank account	
Bank / financial institution name	
Routing number (9 digits)	
Account number	

Account type: ☐ Checking ☐ Savings

3. Payment Instructions

Amount to draft each month (check one):

☐ My total scheduled monthly mortgage payment (principal, interest, and escrow), including any future changes to that amount.

☐ My total scheduled monthly payment PLUS additional principal of $ ____________ each month.

Draft date each month (check one):

☐ On my monthly due date ☐ On the ________ day of each month (must be on or before your loan's grace-period end date)

Begin automatic drafts with the payment due on (month/year): __________________

4. Authorization & Terms

Please read carefully. By signing, you agree to the following:

1. **Authorization and amount.** I authorize Covey Financial, LLC and its designated payment processor to initiate recurring ACH debit entries from the account identified above for the amount I selected, and to initiate any adjusting or correcting entries needed to reverse an erroneous debit. I understand my scheduled monthly payment may change from time to time (for example, due to an escrow analysis or an interest-rate adjustment), and I authorize Covey Financial to debit the amount of my scheduled monthly payment as it changes.
2. **Advance notice of changes.** Covey Financial will notify me before the debit amount or scheduled date changes, as required by applicable law — generally at least 10 calendar days before a change in the amount and at least 7 calendar days before a change in the scheduled date.
3. **Set-up time.** It may take up to two payment cycles to activate automatic payments. Until Covey Financial confirms my first automatic draft, I will continue to make my payment by my usual method. Automatic drafting begins only after this authorization is approved and processed.
4. **Sufficient funds; returned drafts.** I am responsible for keeping sufficient available funds in the account. If a draft is returned unpaid, my payment will be treated as not made, a returned-payment fee may apply to the extent permitted by my loan documents and applicable law, and Covey Financial may suspend or cancel automatic payments after one or more returned drafts. A returned draft does not waive any right or remedy under my loan.
5. **Application of payments.** Drafts are applied as provided in my loan documents. Any additional principal I elect is applied only after my regular scheduled payment is satisfied.
6. **No change to loan terms.** This authorization is a payment convenience only. It does not modify my note, security instrument, or any loan term, and does not create any grace period beyond the one already in my loan documents.
7. **Voluntary.** Automatic payment is optional. Enrolling in — or declining — automatic payment is not a condition of obtaining or keeping my loan.
8. **Canceling or changing.** I may cancel this authorization or change my bank information at any time by notifying Covey Financial in writing (or by another method Covey Financial makes available). To stop or change a scheduled draft, my request must be received at least three (3) business days before the next scheduled draft date. Canceling automatic payment does not relieve me of my obligation to make my payments by another method. I may also place a stop-payment order directly with my own bank at least three (3) business days before a scheduled transfer.
9. **Errors and disputes.** If I believe a draft was made in error or was not authorized, I will contact Covey Financial promptly and notify my bank. I generally have 60 days from the statement showing the transfer to dispute it with my bank.
10. **Recordkeeping.** Covey Financial will retain this authorization as required by applicable law and will provide me a copy.

I have read and agree to the Authorization & Terms above. I certify that I am an owner of the bank account identified and am authorized to permit debits from it. All information I have provided is true and correct.

Borrower signature	Date
Co-borrower signature (if applicable)	Date

HOW TO RETURN THIS FORM

Return this signed form and a voided check to Covey Financial:

Email: Staff@coveyfin.com Fax: 210-618-0561 Text: 210-610-6250

Mail: Covey Financial, LLC, 8626 Tesoro Drive, Suite 701, San Antonio, TX 78217

Do not email your full bank account number if you are not using a secure method. You may instead call us to provide it, or send a voided check by mail or secure upload. Covey Financial, LLC — NMLS #1775323.

For Covey Financial Use Only

This page is not part of the borrower submission.

Date received	
Received via (mail / fax / email / secure upload)	
Voided check / bank letter attached (Y / N)	
Account / routing verified by	
Prenote sent (Y / N) and date	
First scheduled draft date	
Entered in servicing system by	
Confirmation sent to borrower (date)	