

EVERGREEN HOUSES

RENTAL PAYMENT POLICY

We have a very convenient rental collection system through a third-party clearing house. The way it works is just like an auto-draft payment to a gym, or any other bill that does not vary each month. The auto-draft feature is popular among tenants for several reasons.

Why would you want to use auto-draft for rent payments?

- Saves you time & money – no more postage, envelopes, or checks.
- Builds a strong credit history – you can instruct the clearing house to report rent payments to the credit bureaus.
- Ensures you never forget to pay – debits are automatic, so there's no work for you! Tenants with an email address receive advance notification of the upcoming debit. This virtually eliminates late fees or hassles with landlords.
- You can align debit days with paydays – pay rent when you get paid – biweekly, semimonthly, or monthly. Biweekly debits may be easier for you to budget since they are smaller amounts.

In summary, you will need an active checking account. Payments will be debited from this account to the Evergreen Houses checking account on a schedule that works best for you. It will be simple and easy, and you will build a good credit history without the fear of late fees. You will be responsible for all utilities and will sign with these vendors directly.

Set auto-draft rent payments for the following schedules (each option except for the 1st will incur a slight fee due to transaction fees and administrative handling fees):

- 1st
- 3rd and 17th
- Every other Tuesday