Rentec EasyPay Tenant Agreement and Setup

I hereby authorize Rentec Direct to present recurring ACH debits to the account identified below and forward them to my property manager. Transactions will show up on your account as **Rentec EasyPay**. A $2.00 per processing fee will be added to the amount of each transaction. Any transaction rejected for non-sufficient funds or chargeback may be assessed a fee by your landlord. This authorization will remain in effect until Rentec Direct is notified to stop future transactions by one of the following methods:

1. Login to your tenant portal at https://secure.rentecdirect.com/tenants/, select the EasyPay tab and disable the service.
2. Notify your landlord or property manager and ask them to disable the service on your behalf.
3. Email Rentec Direct and include your full contact information, the name of your landlord, and the last 3 digits of your bank account number to easypay@rentecdirect.com requesting cancellation of service.
4. Send a letter via the United States Postal Service including your full name, your landlord's name, and your bank account's routing and account numbers (or include a voided check) with instructions included to disable EasyPay for your account. Send the notice to: Rentec Direct, 301 NE 6th St, Grants Pass, OR 97526

Initial Your Choice

_____	I wish my payments to be automatically processed. You or your property manager can still modify this schedule or schedule one time transactions online. ☐ Monthly on the _____ day of the month in the amount of $ _____. ☐ Weekly on the _____ day of the week in the amount of $ _____.
_____	I, or my property manager with my instruction, will login to my tenant portal and manually make payments or set my recurring schedule online.

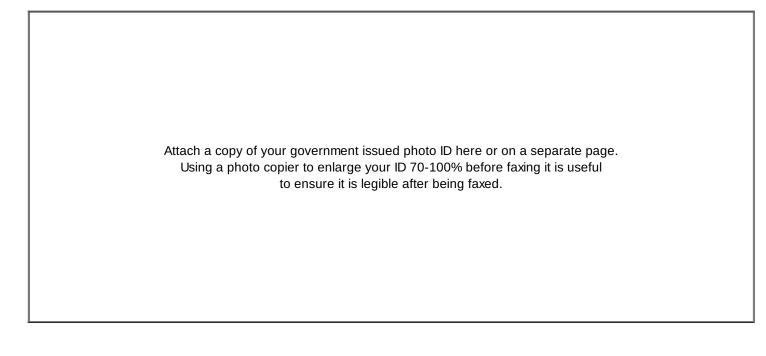Enter your account information **AND** attach a voided check on page 2.

My Name _____

Name of Renter (if different) _____

My Rental Address _____

My Bank Routing Number _____ *(always 9 digits)*

My Bank Account Number _____

_____ _____

Account Owner Signature   Date

_____ _____

Print Name   Phone

Both items below must be provided to process your application. If sending by fax, it is recommended you photocopy this page with the voided check and ID first.

Attach a copy of a voided check here.

*Alternatively, include a signed letter from your bank,
on bank letterhead, listing your name, account & routing numbers.*

Attach a copy of your government issued photo ID here or on a separate page.
Using a photo copier to enlarge your ID 70-100% before faxing it is useful
to ensure it is legible after being faxed.

Return Directions

- Scan and email the documents to **docs@rentecdirect.com** (preferred), or
- Return via toll-free fax to 888-882-1062, or
- Mail a copy to:
    Rentec Direct
    301 NE 6th St
    Grants Pass, OR 97526