

3131 Eastside #600 Houston Texas 77098  
713.639.6344 fax 713.580.6428



## Recurring Direct Debit Request

If you would like to have your monthly payments automatically deducted from your checking account, please submit your information using the form below.

Pronote Account # or Quote #: \_\_\_\_\_

Insured Name \_\_\_\_\_

Bank Account # \_\_\_\_\_

Routing # \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Daytime Phone # \_\_\_\_\_

Other Phone # \_\_\_\_\_

### DRAFT INSTRUCTIONS

Number of Loan Payments \_\_\_\_\_

Amount of each monthly Loan Payment is \$\_\_\_\_\_. Pronote will withdraw each payment on the due date. If the payment happens to fall on a weekend or holiday, Pronote will withdraw that payment on the next business day.

### CANCELLATION OF DIRECT DEBIT:

Pronote must be notified in writing not later than 5 business days before the next due date. Any debit returned dishonored by the bank will be assessed a \$25.00 return debit fee and will result in the Direct Debit payment option being cancelled for this account.

Insured's signature: \_\_\_\_\_ Date \_\_\_\_\_

Please print, complete, and mail this form along with a **voided check** to 3131 Eastside, Suite 600, Houston, TX 77098 or fax this form along with a **voided check** to 866.434.2239 (toll free). Pronote must have document and check prior to the withdrawal date.

**Thank you for choosing Pronote for your premium finance needs!**