

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

COMPANY NAME (Please Print) _____

I hereby authorize **The Board of Regents of the University of Washington** to automatically withdraw the funds from my account identified below. I also authorize the financial institution named below to accept such withdrawals. In the event of an incorrect amount or entry, I authorize **The Board of Regents of the University of Washington** to reverse this transaction. **The Board of Regents of the University of Washington** will reimburse bank charges resulting from any error up to \$25 per occurrence.

Funds to be withdrawn on the first working day of the month are as follows:

- Base rent payment specified in our signed lease agreements, including any signed amendments.
- Operating cost escalators currently charged, if any. I understand that I will be notified of changes in operating cost escalators, which are effective January 1 of each year. New operating cost escalator amounts will be withdrawn from my account unless I notify **The Board of Regents of the University of Washington** by December 20th of each year.
- Fixed charges as specified below:

| <u>Description</u> | <u>Amount</u> | <u>ACH Start Date</u> |
|--------------------|---------------|-----------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

FINANCIAL INSTITUTION: _____

ACCOUNT NAME: _____

TRANSIT ROUTING/ABA #: _____ **ACCOUNT #:** _____

This authorization is to remain in full force and effect until **The Board of Regents of the University of Washington** has received a 30-day written notification of termination, or until expiration of our lease.

AUTHORIZED SIGNATURE _____ **DATE** _____

PRINT NAME _____ **TITLE** _____

CONTACT NAME AND PHONE (if different) _____

PLEASE RETURN TO: Unico Properties, LLC, Attn: Treasury Mgr., 1215 Fourth Avenue, Suite 600, Seattle, WA 98161

Please attach a sample **VOIDED CHECK** here.