



## DIRECT PAYMENT (ACH DEBITS) INSTRUCTIONS

Options to return completed forms:

You may email the completed form including a copy of a voided check to

[AR@PINNACLEAM.COM](mailto:AR@PINNACLEAM.COM)

(Please use your HOA/COA/POA in the subject line along with your name)

If you would like to fax the completed form; please send to

**772-871-0005**

If you would like to mail the completed form; please send to

**c/o Pinnacle Association Management  
430 NW Lake Whitney Place  
Port St. Lucie, FL 34986**

***\*Note: This form must be received in our office 15 days prior to the next assessment Due Date, with attached requested documentation. (i.e. voided check must be attached to be processed.)***

***\*\*Note: In case of revoked authorization, written notification must be made to the originator no later than 15 days prior to the next assessment Due Date.***