

Brainerd Housing & Redevelopment Authority
324 East River Road
Brainerd, Minnesota 56401
218-828-3705
FAX: 218-828-8817
E-MAIL: hcv@brainerdhra.org

Dear Landlord:

The Brainerd HRA will automatically deposit your rent payments from our office directly into your bank account. Your rent check will be in your account on the first business day of the month. You will receive e-mail confirmation that the deposit has been sent to your bank, included will be a breakdown of the tenant's names and amount. If you do not have e-mail for confirmation of payment, please watch your bank statement for the amount deposited. We will not be sending out copies or breakdowns of checks.

Please complete the form below, **attach a voided check** from the account you will use and return to our office. If you have any questions, please call Shannon at 218-824-3431.

AUTHORIZATION FOR AUTOMATIC DEPOSIT

Landlord Information:
Name:
Address:
Telephone number(s):
<u>Email</u> Will be used to send out a breakdown of the tenants names and amount for the automatic deposit

Banking Information:
Name:
Address:
Telephone number:

Bank routing number (9 digits)									
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Account Number														
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This is a: _____ Checking Account _____ Savings Account

I authorize the Brainerd HRA to initiate deposits into my checking/savings account. This authorization will remain in effect until I notify the HRA in writing to cancel it.

Signature: _____

Date: _____