AUTOMATIC MORTGAGE PAYMENT ENROLLMENT FORM (ACH)

For faster enrollment, please visit https://gateway.login.sagentapps.com/ Automatic mortgage payments are a great way to help you stay on schedule and avoid missing a payment. You can prevent any delays by allowing us to draft your mortgage.

YOUR INFORMATION

***Loan Number:** _____

***Name:**_____ **Name Listed on Bank Account:** _____
(If the bank account above is not under the listed mortgager, please contact our Customer Service Department at 1-877-764-9319)

***Bank Name:** _____ ***Account type**: ☐ Checking ☐ Savings
(If left blank your ACH will default to checking account)

***Bank Routing#:** ☐☐☐☐☐☐☐☐☐ ***Bank Account#:** _____
(All boxes must be filled in; Please contact you bank to obtain their RT#)
(Certain banks do not allow for ACH withdrawals from savings account. Therefore, please check with your bank to verify.

***REQUIRED FIELDS. If left blank or incomplete your Automatic Drafts will not be setup. ***

YOUR CHOICES

Please note as escrow account changes, the payment amount withdrawn will automatically update.

Your contractual mortgage payment amount will be withdrawn monthly beginning _____/_____/_____ (1st-10th **ONLY**)
You will be making a total of 12 payments per year. If left blank, your ACH will default to the 1st of the month. If date other than 1st-10th is selected your ACH will not be setup. We require 5-7 business days for your ACH to begin. If your form is not received in time your draft will begin the following month.

ADDITIONAL OPTIONS

The amount(s) below are in **addition** to your normal monthly draft amount.

☐ Additional **Principal** payment of $_____ each month ☐ Additional **Escrow** payment of $_____ each month

ACKNOWLEDGEMENT

I authorize Gateway Mortgage to setup my account on Automatic payments and to debit my Financial Institution account and to credit my mortgage loan as directed above. By signing this form, I understand and accept the terms and conditions associated with this form and agree to all fees that may be associated by not updating my information should my bank information change.

Your signature: _____ **Date:** _____
Typed or e-signatures will not be accepted

***Automatic Mortgage Payments Consent** I understand that an automatic payment will be deducted from my designated account on the date that I specified each month and will continue to occur each month until the loan is paid in full. If the date falls on a weekend or holiday, the payment will be withdrawn on the following business day. Only the current months payment will be withdrawn, and I understand that the amount to be deducted monthly will include any changes in my mortgage payment due to escrow or adjustable-rate loan changes. Gateway Mortgage will notify me in advance of any changes. If my account is not current, I may be ineligible to setup automatic payments. Payments returned for non-sufficient funds, incorrect banking information, or stopped payments will not be resubmitted by Gateway Mortgage. If Gateway Mortgage must reverse my payment due to non-sufficient funds, incorrect banking information, or stopped payment I understand that I may be charged a return payment fee (NSF). I understand should my payment be reversed, I will need to re-make my monthly payment, if my replacement payment is more than 15 days past due, I must pay the late charge. I understand that repeat returns will result in the termination from the program. This authorization will remain in effect until revoked by the customer, company, or financial institution. I will notify Gateway Mortgage to change or discontinue this auto draft-authorization at least 10 days prior to the date of the next draft. Failure to do so will result in changes not occurring until the following monthly draft.

NEXT STEP

Send completed ACH form via:
1.) Email: ACH@gatewayfirst.com
2.) Fax: 1-918-236-2016
3.) Mail: Gateway Mortgage ATTN: ACH
244 S Gateway Place Jenks, OK 74037-3448

IMPORTANT: When you sign up for automatic payments, you should continue to make your loan payments by mail, online, or by phone until you receive a letter stating the automatic payments have been setup. This letter will include the first withdrawal date and amount.

EQUAL HOUSING LENDER

Gateway Mortgage, a division of Gateway First Bank. NMLS 7233. HQ: 244 South Gateway Place, Jenks, OK 74037. Tel: 877.406.8109. Maryland Mortgage Lender License 19468