

NOTE: Boxes indicate variable fields.

**RECURRING PAYMENT AUTHORIZATION  
For Contracted Services**

**Bill's Sweeping**

Date: **6/29/05**

At the direction of the Board of Directors of **Happy Hills HOA**

This pay order is for contracted services described as \_\_\_\_\_

**PAYMENT CARD ACCOUNT INFORMATION**

Card Number **123456789012**  
Card Issuer **Visa**

Expiration Date **0506**  
Card Verification Value (CVV2) **123**

Card Member **Happy Hills HOA**

Amount **\$150.00**

Ticket Number **12345 (Invoice #)**  
Zip Code **92020**  
Street **123 Elm Street, Suite 100**

Customer Code: **0001 (Pay Order #)**  
Tax \$ **0.00**

Phone: (123) 123-4567

Fax: (123) 654-3210

Email Address: **FirstnameLastname@ManagementFirm.com**

I authorize **Bill's Sweeping** to automatically bill the Visa CIDcash Purchasing Card account, as specified below.

Payment not to be processed prior to the \_\_\_\_\_ day of the month.

Amount of Authorized Payment: \$ \_\_\_\_\_  Monthly  Quarterly  Semiannually  Annually

The Community Association may cancel this automatic billing authorization at any time by giving notice to:  
**Bill's Sweeping • 715 W. Fletcher Ave. • Orange, CA 92865**

This authorization is effective until \_\_\_\_\_

Authorized on **6/29/05** by \_\_\_\_\_

*Signature of Authorizing Agent or #1 Board Signature if Required*

\_\_\_\_\_  
*#2 Board Signature if Required*