

Automatic Mortgage Payment Enrollment Form

Match your mortgage payments to your payday cycle

**WELLS
FARGO**

Managing your mortgage payments is easy when you enroll in automatic payments. Simply choose the option on the next page that matches your personal payday cycle, and your monthly payments will be withdrawn automatically from your checking or savings* account. Automatic mortgage payments are secure and more convenient than writing checks and mailing payments. This plan is not required; it's one of many options you may choose from to make your mortgage payments.

Please note: Enrolling in automatic mortgage payments does not change the principal and interest payment arrangement specified in your mortgage loan documents. Withdrawn funds may be applied to your mortgage when sufficient funds have accumulated to make a full monthly payment as outlined in your mortgage note.

Automatic mortgage payment terms and conditions

You must agree to the terms and conditions below by completing and signing the form located on the following page:

- I understand that only a borrower on the loan can enroll in automatic mortgage payments. I am not a third party.
- I authorize Wells Fargo, its authorized representatives, and service providers to initiate electronic withdrawals from my designated account to make payments on my mortgage.
- I understand that I, or another borrower on the loan, must be the owner on the deposit account used for electronic withdrawals.
- I understand that a business account can only be used to set up electronic withdrawals for my mortgage loan if the business is on the Mortgage Note as a borrower.
- I understand that I will receive confirmation specifying the date the electronic withdrawals will begin. I understand that I will continue to make my payment until I receive this confirmation and electronic withdrawals begin.
- I understand that this authorization and the program services in no way alter or lessen my obligation under my existing mortgage contract regarding the amount of payments, when payments are due, the applications of payments, the assessment of late charges, or the determination of delinquencies. I must maintain sufficient funds in my account for withdrawal of my payment amount.
- I understand that withdrawn funds may not be applied to my mortgage until sufficient funds have accumulated for a full payment to be made.
- I understand that the electronic withdrawal amount will vary with changes in escrow or principal and interest components, if applicable.
- I agree to be bound by the program's Terms and Conditions, which are stated here and online.

Automatic mortgage payment enrollment and change options

Note: We must receive notification at least three business days prior to any requests to temporarily stop, change or cancel participation in automatic mortgage payments.

	Can I do this by fax or mail?	Can I do this online?	Can I do this by phone?
Enrolling in automatic payments	Yes.	Yes, if you access your mortgage online.	Yes.
Temporarily stopping payments, canceling, or making other changes once I'm enrolled	Yes.	You can cancel payments online. To temporarily stop payments or make other changes, call us.	Yes.
How can I do this?	Fill out and sign this form. Fax to: 1-866-287-6241 Or mail to: Wells Fargo Home Mortgage PO Box 10335 Des Moines, Iowa 50306	Sign on to your mortgage account using the Wells Fargo Mobile® app or at wells Fargo.com.	Call us at 1-866-386-8519.

Note: There are two copies of the form, one for you to fill out and send to us, and one for you to keep with your records.

Fill out this form and return to us using the instructions on page one, and keep a copy of this form with your records.

1. Select the automatic mortgage payment option that matches your pay schedule

Check the appropriate box to mark your choice. **If this form is signed, but no option is checked, you will be set up for monthly withdrawals on your due date.**

If you choose the weekly or every-other-week option, withdrawals in addition to the amount needed to cover your monthly mortgage payments will naturally occur 2 to 5 times per year. The additional withdrawn funds will be automatically applied to your principal balance – helping you pay off your mortgage faster. **For all options below, the monthly payment includes principal, interest, tax, insurance, and escrow payments, if applicable.**

- Weekly:** One-quarter of your monthly payment amount will be withdrawn every week. In a year's time, 52 withdrawals will be made.

Request a withdrawal start date (must be Mon. – Fri. and 4 weeks prior to due date): _____ / _____ / _____

- Every other week (bi-weekly):** Half of your monthly payment amount will be withdrawn every other week. In a year's time, 26 withdrawals will be made.

Request a withdrawal start date (must be Mon. – Fri. and 3 weeks prior to due date): _____ / _____ / _____

- Twice a month (semi-monthly):** Each withdrawal will equal one-half of the total monthly payment due. The full payment must be withdrawn before the end of your grace period. Fill in the dates you would like for each half of your payment to be withdrawn. Half of your monthly payment will be withdrawn on the _____ of the month and the second half will be withdrawn on the _____. In a year's time, 24 withdrawals will be made.

- Monthly:** Your monthly payment amount will be withdrawn on your due date, or you can delay your monthly payment up to 14 days after your due date. Mark below to select the number of days you would like to delay your payment.

Due date 1 day after 2 days after 3 days after Other (up to 14 days) _____

2. Specify additional principal to be withdrawn (optional)

Do you want to add an additional amount to each automatic payment? It will go directly to your outstanding loan principal, if the loan is current. This will help you pay off your mortgage faster. If you want to do this, check the box below and let us know how much you want to add.

- Yes, please add \$ _____ to each of my automatic electronic withdrawals.

3. Supply your account information — You must be an owner on the deposit account

You can withdraw from up to 4 different accounts.

Account Type (Checking or Savings*)	Bank routing number (9-digit number at the bottom left of your check)	Bank account number (To the right of the bank routing number on your check)	Name on bank account	Amount or % to be withdrawn from each account (If you're using more than one account)

4. Signature

By signing below, I agree to the terms and conditions on the preceding page and online at wellsfargo.com/automaticpayterms. I also certify that I own the account(s) above and that I'm a borrower on the loan number below.

Customer(s) name (print): _____ Customer phone number: _____

Property address: _____ Customer loan number: _____

Customer signature: _____ Date signed: _____

Customer signature: _____ Date signed: _____

Note: This form must be received and processed within 120 days of the date it's signed. Otherwise, we'll need you to complete a new one.

* Other financial institutions may assess excess activity fees on savings accounts. For more information, please refer to your account agreement with that financial institution.



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