



Pay your fees with ease using SurePay

Automatic Payment of Association Fees

Tired of remembering to mail your association fees? Want to save postage and avoid late charges? SurePay is an easy, automatic payment program offered by Hawaiiana Management Company. It allows you to pay association charges through any participating local or mainland

bank, credit union or savings & loan (almost every financial institution in the United States participates). Simply authorize Hawaiiana Management Company, Ltd. to directly debit your savings or checking account on or about the tenth of every month*, and you'll never worry again about mailing your check on time.

Hawaiiana's SurePay is an automatic payment system that has been in use for many years. It's easy, reliable, and has been proven by many users including banks, utility companies and Hawaiiana itself. For SurePay convenience, simply complete the form below, or visit at www.hmcmgt.com to apply online. Retain the informational portion for your files.

If you decide later that you would prefer to pay your association charges directly, you can stop automatic payments by simply visiting www.hmcmgt.com or sending a letter to Hawaiiana stating your desire to terminate the service. (Please be sure to include your phone number in any correspondence for confirmation purposes.) The letter must be received on or before the 15th of a month to terminate service for the following month.

**PLEASE NOTE: If the 10th falls on a Saturday, your payment will be deducted on the 9th of the month. If the 10th falls on a Sunday or holiday, your payment will be deducted on the next business day.*

Instructions:

First: Complete the Authorization Form and make a copy for your records. Please double check to make sure that you have written your Hawaiiana account number correctly on the form.

Second: If you are using your checking account, please attach a voided check to your form.

Third: Mail the completed form and voided check to the following address:

Hawaiiana Management Company, Ltd.
Attention: SurePay
711 Kapiolani Boulevard, Suite 700
Honolulu, Hawaii 96813

Fourth: Please review your bank statement for your first SurePay payment. If we receive your completed form by the 15th of a month, SurePay will be effective the following month.

Fifth: Be sure to keep Hawaiiana apprised of any future changes to your mailing address.

If you have any questions, please email paymentinquiry@hmcmgt.com, or call one of Hawaiiana's Account Specialists at (808) 440-5530.

SurePay Authorization Form

I authorize Hawaiiana Management Company, Ltd., as Agent for my association, to begin deductions from my account with the financial institution named below for payment of my association charges. I also agree to payment of any handling fee charged for SurePay payment that cannot be processed due to insufficient funds, stop payment or account closure.

If I wish to terminate my SurePay payment, I understand that I must send a letter of notification to Hawaiiana Management Company, Ltd. or submit an online SurePay cancellation form, and that notification must be received by Hawaiiana on or before the 15th of a month to terminate service for the following month; otherwise termination will take place beginning with the following payment. If Hawaiiana Management Company, Ltd. wishes to terminate SurePay service, the company will send a letter of notification to me. This letter will be mailed 20 days prior to the next SurePay payment for the termination to be effective.

Date: _____ Association: _____ Unit Number: _____

Phone #: _____ E-mail Address: _____ Hawaiiana Account Number: _____

My Financial Institution: _____ Type of Account: Checking Savings 9-Digit Routing Number: _____

Financial Institution Account Number: _____ Account Holders Name (please print) _____

Authorized Signature

NOTE: If funds will be coming from your checking account, please attach a voided check from your financial institution for verification.

(Please retain a copy of this Authorization Form for your records)