

OFFICE OF THE CHAPTER 13 TRUSTEE
KRISPEN S. CARROLL

PARTICIPATION RULES OF THE AUTOMATIC BANK DRAFT PROGRAM

- This program is intended for debtors with fixed incomes such as social security, disability or whose plans propose monthly payments.
- Requests to participate should be initiated by the bank account owner completing and returning to the Trustee the "Authorization Agreement for Preauthorized Payments (ACH)"
- A voided check or written verification of the proper routing and account information must be provided for the Trustee's office to initiate ACH payments.
- You may choose either the 5th, the 17th, or the 28th day of the month for your payment to be debited, regardless of your actual payment due date. Should the chosen date fall on a bank holiday or weekend, the account will be debited on the first business day thereafter.
- The Trustee reserves the right to deny this privilege to any debtor.
- The debtor may be removed from the program if the Trustee is notified of any insufficient funds debit.
- In order to enter the program, the debtor must also authorize the Trustee to initiate credits to the bank account, which will be used solely to adjust any entry made in error to the debtor's bank account.
- The debtor has the right to terminate the automatic bank draft at any time upon written request made in such time and manner as to afford the Trustee reasonable opportunity to terminate the draft. The termination form can be found on our website. Upon receipt, you will be notified in writing by the Trustee that this service has been terminated. You must make all future plan payments by check or money order.
- The completed "Authorization Agreement for Preauthorized Payments (ACH)" must be returned by either mail to Krispen S. Carroll, Chapter 13 Trustee, 719 Griswold, Suite 1100, Detroit, MI 48226, ATTN: Finance/ACH or email to ach.carroll@det13ksc.com.
- Upon receipt of a completed "Authorization Agreement for Preauthorized Payments (ACH)" the Trustee will determine whether the debtor qualifies for the program.
- The debtor will be notified in writing by the Trustee as to when the automatic draft program will commence. Any payments due prior to the commencement of this service must be made by check or money order.
- The Trustee reserves the right to amend these rules at any time without notice to those who are currently participating.