



42-25 21st Street ■ Long Island City, NY 11101 ■ 718-706-7755 ■ Fax: 718-706-7760

■ CO-OPS ■ CONDOMINIUMS ■ MITCHELL-LAMA

ACH Debit Cancellation Request

Allow One Billing Cycle to Process

Name: _____

Apt. A/C #: _____

Apt. #: _____

Address: _____

I have elected to remove my account from the ACH Debit program. Going forward the monthly maintenance / rent will be paid by check or money order. The cancellation may take up to one billing cycle (30 days) to process.

Signature

Date

RETURN TO ACH DEPARTMENT

VIA Fax: (718) 706-7760

VIA Mail: Metro Management Development, Inc.
42-25 21st Street
Long Island City, NY 11101

VIA Email: tkhemraj@metromanagementdev.com