

NEVER WRITE ANOTHER CHECK FOR YOUR DUES AGAIN...



Save-A-Check is one more benefit of being a FAST Member.

Simply follow these simple steps to convenient dues payment and avoid breaks in your membership which could interrupt your benefits.

SAVE-A-CHECK INSTRUCTION SHEET

Florida Association of State Troopers

- 1) Carefully read the pre-authorized payment form *before* completing the information on the form.
- 2) Fill out the pre-authorized payment form and return it, in its entirety, to the FAST office.
- 3) Active/Auxiliary/Reserve applicants send \$10.00 check or money order with your completed form, for your first month's dues, made payable to F.A.S.T. (Retired applicants send \$1.50)
- 4) Enclose **with** your first month's dues, a voided blank **check** from the account you wish to draft, along with your completed form.
- 5) Pre-authorized payments are considered checks and will be re-deposited if returned for insufficient funds. FAST will also request a member to pay for any charges incurred as a result of ISF returns. If your draft is returned a second time after re-deposit, your membership will expire. Returned drafts will be charged \$30.00 per return.
- 6) If you anticipate moving your account, please notify the FAST office 30 days prior to the last day of the month when the pre-authorized payment is scheduled for processing payment.
- 7) The Save-A-Check option is a convenience for FAST membership. All regular expenses incurred relating to Save-A-Check are assumed by the Association. Therefore, in the event a member's payment is returned twice within a calendar year for insufficient funds or closed account, this option will be denied and the member will not be eligible to use Save-A-Check.
- 8) **Complete the form on the reverse side of this instruction sheet** and return with your completed application or renewal form.

Thank you for following these simple guidelines. If you have questions pertaining to the bank draft option, forms or procedures, please call the FAST office for information.