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Dear valued vendors;

The Holding Company of the Villages and their Affiliates (collectively, "the Villages") would like to invite you to participate in our new electronic payment program, ACH Payment.

ACH Payment

In lieu of receiving a check for goods and/or services provided to the Villages, your company's payment will be sent via electronic transfer and automatically credited to your account at your financial institution. The ACH Payment program has proven to be an efficient and cost effective mechanism for making payments, for increasing payment security and for eliminating the 2 to 3 day mail time. In addition, funds are credited and available to the recipient on the due date without the need for making manual deposit. You would still invoice us as usual; however, once the invoice is approved and processed for payment, an electronic remittance advice would be emailed to your company and your bank account would be credited. The remittance advice would include statement-type information such as invoice numbers, invoice date and amount of the invoices paid.

Benefits to your company include:

- ACH offers cost savings to the vendors and to the Villages.
- Eliminating check processing costs and collection costs associated with lost or misplaced checks
- Receiving electronic remittance data with payment for more efficient back-end reconciliation
- There are no restrictions on the minimum dollar amount of the payments transmitted through the ACH network, or the number of invoices each vendor can receive payment for on each ACH transmittal
- Going green — paperless, electronic payments are more secure, save money and also help conserve the environment by eliminating printing and mailing paper checks

The information requested on the ACH Vendor Enrollment Form is necessary to establish accurate electronic records for ACH payments, and will enable us to make timely, accurate transfers to your financial institution.

Adhering to the following instructions will ensure successful implementation of your company's payments via ACH:

- To receive payment electronically from the Villages, please complete the PAYEE/COMPANY Information section of the ACH enrollment form. The form is included with this letter.
- You may also contact the Linda Tucker at (352) 753-6270 or Linda.Tucker@thevillages.com and request a copy of the ACH enrollment form be sent to your address.
- After completing the PAYEE/COMPANY Information section, please take the enrollment form to the ACH/EFT Coordinator of your financial institution for completion of the FINANCIAL INSTITUTION Information section. The completed enrollment form will ensure that your financial institution is prepared to accept ACH/EFT payments from the Villages.
- After completing the PAYEE/COMPANY Information section and the FINANCIAL INSTITUTION Information section of the form the signed form should be either mailed or emailed to Linda Tucker, c/o The Holding Company of the Villages, 1017 Lake Sumter Landing, The Villages, FL 32162 or Linda.Tucker@thevillages.com.

Important:

1. Be sure the ACH enrollment form is signed by the proper Payee/Company official and Financial Institution official. Please include their title along with their signature.
2. The business Taxpayer Identification Number (TIN) is required. If the form is being completed for a company, the IRS assigned Employee Identification Number (EIN) should be entered as the TIN. If the

form is being completed for a sole proprietor, the Social Security Number (SSN) should be entered as the TIN.

3. Please include a telephone contact number and email address.

Please contact Linda Tucker at (352) 753-6270 if you have any questions about this process. We appreciate your business and look forward to providing your company with this more efficient payment option.

The Villages is enthusiastic about these means of making payments and look forward to working with your company to make this a successful program.

Sincerely,



Rdb Eddy
Chief Financial Officer
The Holding Company of the Villages



The Holding Company of the Villages, Inc.
 1020 Lake Sumter Landing
 The Villages, FL 32162
 (352) 753-6270

Agreement: ACH Authorization for CCD Transactions

This **Agreement** governs ACH transactions initiated by the Holding Company of the Villages, Inc. or its Affiliates (collectively, "the Villages") to credit or charge the **Company** indicated below. Both parties agree to be bound by NACHA Operating Rules as they pertain to all ACH transactions initiated by the Villages that credit or debit the **Company** bank account(s) listed below, and acknowledge that the origination of ACH transactions to the listed account(s) must comply with provisions of U.S. law.

This **Agreement** provides authorization for individual or recurring CCD transactions to be initiated by the Villages when individually authorized using the methods designated below. This **Agreement** will remain in effect until **Company** cancels it in writing. Both parties agree that this **Agreement** in conjunction with any of the designated methods constitutes authorization to debit **Company's** business bank account(s), and **Company** agrees not to dispute any debits with its bank provided the transaction(s) correspond to the terms indicated in this **Agreement**.

Please complete the information below:

Company Name _____ (**Company**)
 Billing Address _____ Phone# _____
 City, State, Zip _____ Email _____

Bank Account #1	Bank Account #2
Company Name on Acct: _____	Company Name on Acct: _____
Bank Name: _____	Bank Name: _____
Account Number: _____	Account Number: _____
Bank Routing #: _____	Bank Routing #: _____
Bank City/State: _____	Bank City/State: _____

The above Business Bank Account(s) are Enabled for ACH Transactions Yes No

Individual Transaction or Recurring Schedule Authorization Methods (check all that apply):
 Phone Fax Email Written Other _____

I authorize the Villages to initiate ACH Debits and Credits to the bank account indicated above, provided each transaction is initiated according to the terms of this Agreement.

SIGNATURE _____ DATE _____
 NAME _____ TITLE _____

I certify that I am an authorized representative of the Company indicated above and that I have the authority to enter into this Agreement on the Company's behalf. Company understands that this authorization will remain in effect until it is canceled in writing, and agrees to notify the Villages in writing at least 15 days in advance of any changes in my account information or termination of this authorization. Company understands that because these are electronic transactions, these funds may be withdrawn from its account as soon as the date an individual transaction is authorized, and that it will have limited time to report and dispute errors. In the case of an ACH Transaction being rejected for Non Sufficient Funds (NSF) Company understand that the Villages may at its discretion attempt to process the charge again within 30 days, and agrees to an additional \$25 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized payment. Company has certified that the above business bank accounts are enabled for ACH transactions, and agrees to reimburse the Villages for all penalties and fees incurred as a result of Company's bank(s) rejecting ACH debits or credits as a result of the account(s) not being properly configured for ACH transactions. Company acknowledges that the origination of ACH transactions to its account(s) must comply with the provisions of U.S. law.