

Arctic Slope Community Foundation (ASCF)

3900 C Street, Suite 302, Anchorage, Alaska 99503

DIRECT DEPOSIT AUTOMATED CLEARING HOUSE (ACH) AUTHORIZATION

Are you a first time Payee?

Yes No

If so, complete a W-9 and return it to Arctic Slope Community Foundation before payment will be made.

Please Check One:

NEW CHANGE CANCEL

Name of Payee or Vendor: _____

Company Name OR Last, First, MI

Email address: _____

email address

Payee Address: _____

City, State, Zip: _____

Payee Phone Number: _____

Social Security Number: OR Federal Tax I.D. Number: _____

Account Information: (complete only for new requests for changes)

Type of Account:

Checking Savings

Your Financial Institution's Routing Number: _____

Your Bank Account Number: _____

Important: attach a voided check or letter from your financial institution to verify Bank Account and Bank Routing Number.

Financial Institution Name: _____

Address: _____

City, State, Zip: _____

Financial Institution Phone Number: _____

Authorization: (check appropriate line)

I hereby authorize ASCF to provide direct payment of any invoice due to me in to the above designated bank account.

If at any time the amount of payment so deposited exceeds the of payment actually due and payable to me, I hereby authorize ASCF at its discretion to either withhold a sum equal to the overpayment from future payments or recover such overpayment from the above designated account.

If any action taken by me results in non-acceptance of a direct payment by the designated financial institution, I understand that ASCF assumes no responsibility for processing a supplemental payment until the amount of the non-accepted deposit is returned to ASCF by the financial institution.

I understand ACH payments are a temporary option while ASCF offices are working under the conditions of Telework and will transition back to processing paper checks once ASCF is no longer working under the conditions of Telework.

I hereby cancel my ACH Direct Deposit Payment authorization.

Signature

Print Name

Date