

## VENDOR AUTHORIZATION AGREEMENT FOR ACH PAYMENTS

I(we) hereby authorize Pontotoc County School District, hereinafter to initiate automatic credit entries, and if necessary, to initiate automatic debit entries\* for adjustments for any credit entries in error to my (our) account identified below, and the financial institution named below to credit and/or debit the same to such account.

### FINANCIAL INSTITUTION

Financial Institution: \_\_\_\_\_

Branch - if applicable: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Routing Number \*\*: \_\_\_\_\_

Account Number \*\*: \_\_\_\_\_

Bank Telephone Number: \_\_\_\_\_

Type of Account- Please check one  Checking  Savings

This authorization is to remain in full force and effect until Pontotoc County School District has received written notification of its termination in such manner as to afford Pontotoc County School District and the Financial Institution a reasonable opportunity to act on it.

### VENDOR INFORMATION

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_  
\_\_\_\_\_

Email (required): \_\_\_\_\_

Phone Number : \_\_\_\_\_

Fax Number : \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\* Any funds adjustments may be made on a subsequent automated transaction

\*\* Attach a voided check (not a deposit slip) for your account to be used for verification