

**AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSITS
(ACH CREDITS)**

Originating Company

Name Geneva City Board of Education

I authorize the above named Originating Company to initiate entries to the account indicated below as follows:

- 1) They may initiate CREDIT entries, which moves money into my account according to the schedule and other conditions to which the Originating Company and I have agreed.
- 2) They may initiate DEBIT entries to reverse any transactions they have originated to my account in error.

NAME(s) _____
(please print)

Account number _____

Name of Depository
Financial Institution: _____

Location of Depository Financial Institution:

City _____ State _____
Zip _____

Please staple a VOIDED CHECK below.*

Routing Number ____ _ (nine digits)

This authority is to remain in effect until the Originator has received written notification of its termination and has had a reasonable opportunity to act upon it.

DATE _____

SIGNED _____

*** DO NOT USE A DEPOSIT SLIP.** Many banks print internal transaction codes instead of routing and transit numbers on their deposit slips. Using an invalid routing and transit number will prevent your transaction from being directed to the correct bank, resulting in delays in the posting of your deposit.