

# Direct Deposit Authorization Form

Complete All Fields Below:



*Exceptional Service and Savings*

Tax ID \_\_\_\_\_

Name of Business (Please Print) \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Contact Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Please make sure the contact above has access to the bank statement to verify payment has been received. We must have an email address and contact number for this person.  
**We do not mail EOBs.** This contact will be the individual who will obtain access to our portal to download EOBs as well as verifying payments.

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

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

Type of Account:    Checking    Savings    Check Action:    New    Change    Cancel

Routing Transit Number  
(All nine boxes must be filled)

Account Number  
(Include hyphens, but not spaces and special symbols)

## **ATTACH A COPY OF VOIDED CHECK HERE**

(Do not attach deposit slips, as they do not supply the necessary information)

<b>Joan Doe</b> Anywhere, USA
PAY TO THE ORDER OF _____ \$ _____ _____ DOLLARS
YOUR TOWN BANK YOUR TOWN, AR 12345
FOR _____
<b>VOID</b>
⑆ 25550005⑆    ⑆ 234556789022⑆

This authority is to remain in full force and effective until Direct Pay Provider Network, hereinafter called Direct Pay, has received written notification of its termination in such time and manner as to afford Direct Pay a reasonable opportunity to act on it.

By signing this agreement, I (we) hereby authorize Direct Pay to initiate credit entries to the account(s) indicated above for the purpose of medical reimbursements and to initiate, if necessary, debit entries and adjustments for any credit entries made in error.

Authorized Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
mm/dd/yy

If the account requires dual signatures for authorization, please sign below to indicate agreement with the statement above.

Authorized Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
mm/dd/yy