



Notification for ACH Information – Accounts Payable

VENDOR
NAME _____ **PHONE #** _____

ADDRESS _____ **FAX #** _____

CITY, STATE ZIP _____

I (we) hereby authorize **HIRE360**, to initiate credit entries to the following () **Checking** () **Savings** account (select one) indicated at the depository named below, hereinafter called DEPOSITORY, to credit the same to such account.

DEPOSITORY (BANK)
NAME _____ **BRANCH** _____

CITY _____ **STATE** _____ **ZIP** _____

ROUTING # _____ **ACCOUNT #** _____

This authorization is to remain in full force and effect until HIRE360 has received written notification of its termination in such time and in such manner as to provide HIRE360 and DEPOSITORY a reasonable opportunity to act on it.

AUTHORIZED BY _____ **E-MAIL** _____
(BY AUTHORIZED SIGNER) (Please Print)

SIGNED _____ **DATE** _____

NOTE: ALL WRITTEN CREDIT AUTHORIZATIONS SHOULD PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

**BE SURE TO PROVIDE A COPY OF A VOIDED CHECK OR BANK LETTER FOR
VERIFICATION OF ROUTING AND ACCOUNT NUMBER.**