

How to complete this form

Print the bank routing number from your check or savings deposit slip. If you are using a savings account, contact your financial institution for the routing number. This number typically begins with a 0, 1, 2 or 3.

Print the complete bank account number.

Indicate the type of account: checking or savings.

Print the name(s) in which the account is held as it appears on your check.

Print the complete name of your financial institution.

Sign, date and print your complete phone number. For corporate accounts, please contact us for additional documents required.

Return in the envelope provided.

The Benefits

- The service is free.
- There are no lost, delayed or stolen checks.
- No delays waiting for the check to clear.
- Contact your financial institution to verify deposit of funds.
- Your monthly bank statement will reflect the electronic credit.

How to locate your Bank Routing Number and Bank Account Number:
Below is a sample of where this information is typically provided on personal checks.

DO NOT include the check number
when providing the account number.

Name(s) on Bank Account

Financial Institution and Branch Information

John A. Doe Mary B. Doe 123 Your Street Anywhere, U.S.A. 12345	_____ 20 _____	1234
PAY TO THE ORDER OF _____	\$ _____	
Bank of Anywhere 123 Main Street Anywhere, USA 12345	FOR _____	SAMPLE (NON-NEGOTIABLE)
1 2 3 4 5 6 7 8 9	1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7	1 2 3 4

Bank Routing Number Bank Account Number Check Number

This number typically begins with a 0, 1, 2 or 3.