



Lawrence Berkeley National Laboratory  
Office of the Chief Financial Officer  
One Cyclotron Road, MS: 937-200  
Berkeley, CA 94720

## AUTHORIZATION AGREEMENT FOR DIRECT DEPOSITS (VIA ACH)

Date: \_\_\_\_\_  New  Change  Cancel

### Section 1: Payee Information

\_\_\_\_\_  
Individual Name: (Last, First, Middle) or Company Name

\_\_\_\_\_  
Employee# (If applicable)

\_\_\_\_\_  
Physical Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

### Section 2: Bank Information

I (we) hereby authorize University of California, Lawrence Berkeley National Laboratory, hereinafter called COMPANY, to initiate credit entries and, if necessary, debit entries and adjustments for any credit entries made in error to my (our) bank account indicated below at the depository financial institution named below, hereafter called DEPOSITORY, and to credit and/or debit the same to such account. I (we) acknowledge that the origination of electronic transactions to my (our) account must comply with the provisions of U.S. law.

\_\_\_\_\_  
Bank Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

Account Type:  Checking\*  Saving

\_\_\_\_\_  
ABA#

\_\_\_\_\_  
Account #

\*If individual, you must ATTACH A VOIDED CHECK pre-printed with your name, address, and account number. Do not sign the check. This authorization will remain in effect until canceled in writing. A new authorization form must be completed if you close this bank account or if you wish to designate a different bank account to receive the funds. Failure to notify the Disbursements Office of a closed account will cause a delay in receiving your payments.

### Section 3: ACH Authorization

I hereby authorize: (Check the appropriate selections)

- LBNL to deposit payments via ACH and the above name financial institution to credit payments to this account.  
 LBNL to cancel my ACH payment election.

\_\_\_\_\_  
Name(s)

(Please print)

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature