

ASAP Bank Information Form

Effective Date: _____

REQUESTED ACTION: NEW ORGANIZATION CHANGE * ADD ADDITIONAL ACCOUNT DELETE*

Section I - Payment Requestor Organization Information

Payment Requestor Organization Name: _____

Address: _____

City, State and Zip: _____

Primary Contact Name: _____ Phone: _____

Section II - Bank Account Information

Bank Name: _____

Bank Mailing Address: _____

City, State, Zip: _____

ASAP allows a maximum of four accounts; please select which number is to be assigned to this account: ONE TWO THREE FOUR

***NOTE: If this is a change or delete to an existing account, select the number currently assigned to that account.**

If your ACH & Fedwire ABANumbers are different, a separate bank form must be submitted for each.

The ABA and ACCOUNT NUMBER MUST be accurate. If there are discrepancies with this key information, a new ASAP Bank Information Form will be required. This could delay your ASAP implementation.

ACH Information

ABA Number: _ _ _ - _ _ _ - _ _ Account Title: _____

Account Number (17-character maximum): _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

Account Type: Demand (Checking) Savings

Bank Representative's Name: _____

Bank Representative's Phone Number: _____ Bank Representative's Fax Number: _____

Fedwire Information

ABA Number: _ _ _ - _ _ _ - _ _ Account Title: _____

Account Number (17-character maximum): _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

For Further Credit ABA: _ _ _ - _ _ _ - _ _

Bank Representative's Name: _____

Bank Representative's Phone Number: _____ Bank Representative's Fax Number: _____

Section III - Bank Official

Bank Official's Name

Bank Official's Title

Phone Number

Section IV - Approval by Organization's ASAP Financial Official

Disclosure Statement: "I, hereby certify that all of the above information is true and accurate in accordance with all ASAP policies and procedures. I understand that failure to provide correct and complete information may prevent the receipt of payments."

Signature

Name

Title

Organization Name

Phone Number

Date