

# Direct Debit Payment Authorization Form

Eastport United Methodist Church

I hereby authorize Eastport United Methodist Church to initiate debit entries to my account with the financial institution indicated below. This authorization is to remain in full force and effect until Company above has received written notification from me of its termination; at such time and in such manner as to afford Company above and the financial institution no later than 15 days before the next transaction effective date to act on my request.

Amount \$ \_\_\_\_\_ Start Date \_\_\_\_\_

Weekly, every Monday \_\_\_\_\_

Twice per month 5<sup>th</sup> & 22<sup>nd</sup> \_\_\_\_\_

Monthly on the 5<sup>th</sup> \_\_\_\_\_

Member Name _____ Please Print	EUMC Envelope # _____
Member Signature _____	Date _____

<b>Bank Account Information</b>	
Depository Bank Name _____	( ) Checking ( ) Savings
City _____ State _____ Zip _____	
Routing/Transit Number _____	Account Number _____

**Please return completed forms to Mitch Krebs, Finance Chair, or Kathleen Liedy, Treasurer.**

**NOTE: IN THE CASE OF REVOKED AUTHORIZATION, ALL WRITTEN AUTHORIZATIONS MUST BE REVOKED ONLY BY NOTIFYING EASTPORT UNITED METHODIST CHURCH IN WRITING NO LATER THAN 15 DAYS BEFORE THE NEXT TRANSACTION EFFECTIVE DATE.**

**PLEASE ATTACH A VOIDED CHECK PER ACCOUNT TO THIS FORM.**

The diagram shows a check from John & Jane Doe, 123 Your Street, Anywhere, USA 12345. The payee is YOUR BANK, 123 Your Bank's Street, Anywhere, USA 12345. The amount is \$200.00. The check number is 2001. The routing number is 10123476789. The callouts explain: 'Checking Account # (usually follows the Routing & Transit #)' points to the routing number; 'Routing & Transit # (9 digit number between these two symbols)' points to the routing number; 'Check Number (is not needed to complete this form)' points to the check number.

\*This form is intended for one banking institution. For multiple banking institutions, please complete a different form for each institution.