

# ACH DIRECT PAYMENT AUTHORIZATION

EASTON TECHNICAL PRODUCTS, INC.

DBA DELTA SPORTS PRODUCTS

VENDOR # \_\_\_\_\_

Office Use Only

**ARE YOU A FIRST TIME PAYEE? IF SO, COMPLETE A W-9 FORM AND RETURN IT TO ACCOUNTS PAYABLE BEFORE PAYMENT WILL BE MADE.**     ON FILE     ATTACHED

PLEASE CHECK ONE:                     NEW                     CHANGE     CANCEL

NAME OF PAYEE OR VENDOR NAME: \_\_\_\_\_

PAYEE ADDRESS: \_\_\_\_\_

PAYEE PHONE #: \_\_\_\_\_

EMAIL TO SEND REMITTANCE ADVICE: \_\_\_\_\_

## **REQUIRED**

SOCIAL SECURITY NUMBER: \_\_\_\_\_

**OR**

FEDERAL TAX IDENTIFICATION NUMBER: \_\_\_\_\_

## **ACCOUNT INFORMATION:** (complete only for new requests or changes)

TYPE OF ACCOUNT (check one only)     Checking Account     Savings Account

Your Financial Institution's Routing Number: \_\_\_\_\_

Your Account Number: \_\_\_\_\_

Financial Institution Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## **AUTHORIZATION:** (check appropriate line)

I hereby authorize Easton Technical Products, Inc. dba Delta Sports Products to provide for direct payment of any invoice or reimbursement due to me into the above designated account.

If at any time the amount of payment so deposited exceeds the amount of payment actually due and payable to me, I hereby authorize Easton Technical Products, Inc. dba Delta Sports Products at its discretion to either withhold a sum equal to the overpayment from future payments or recover such overpayment from the above-designated account.

If any action taken by me results in non-acceptance of a direct payment by the designated financial institution, I understand that Easton Technical Products, Inc. dba Delta Sports Products assumes no responsibility for processing a supplemental payment until the amount of the non-accepted deposit is returned to Easton Technical Products, Inc. dba Delta Sports Products by the financial institution.

I hereby cancel my ACH Direct Payment authorization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date