



## City of Toledo

Division of Purchases and Supplies  
640 Jackson Street, Suite 1970  
Toledo, Ohio 43604

### ACH VENDOR/MISCELLANEOUS PAYMENT ENROLLMENT FORM

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information. Recipients of these payments should bring this information to the attention of their financial institution when presenting this form for completion.

#### PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data, by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House Payment System.

#### PAYEE/COMPANY INFORMATION

NAME		SSN NO. OR TAXPAYER ID NO.
ADDRESS		
CONTACT PERSON NAME:	TELEPHONE NUMBER: (       )	

#### FINANCIAL INSTITUTION INFORMATION

NAME:	
ADDRESS:	
ACH COORDINATOR NAME:	TELEPHONE NUMBER: (       )
NINE-DIGIT ROUTING TRANSIT NUMBER:	
DEPOSITOR ACCOUNT TITLE:	
DEPOSITOR ACCOUNT NUMBER:	LOCKBOX NUMBER:
TYPE OF ACCOUNT: <input type="checkbox"/> CHECKING <input type="checkbox"/> SAVINGS <input type="checkbox"/> LOCKBOX	
SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL: (Could be the same as ACH Coordinator)	TELEPHONE NUMBER: (       )

AUTHORIZED FOR LOCAL REPRODUCTION

Send to: bob.mossing@toledo.oh.gov  
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