

Below is an example of how the authorization form should be completed.

## AUTHORIZATION AGREEMENT FOR AUTOMATIC DEBITS (ACH DEBITS)

Company Name: Hocking Metropolitan Housing Authority      Company ID Number: #31-0865091

I (we) hereby authorize Hocking Metropolitan Housing Authority, hereinafter called COMPANY, to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my (our)  Checking  Savings account (select one) indicated below and the depository named below, hereinafter called DEPOSITORY, to credit and/or debit the same to such account.

DEPOSITORY      PNC      BRANCH      Logan  
(BANK) NAME: \_\_\_\_\_ (LOCATION): \_\_\_\_\_

CITY: Logan      STATE: OH      ZIP: 43138

TRANSIT/ABA NO.: 123456789      ACCOUNTY NUMBER: 1245-458945

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY AND DEPOSITORY a reasonable opportunity to act on it.

EXAMPLE

NAME(S): John Doe      ID NUMBER: \_\_\_\_\_ Tax ID # or Social Security # \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

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DEPOSITORY      BRANCH  
(BANK) NAME: \_\_\_\_\_ (LOCATION): \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TRANSIT/ABA NO.: \_\_\_\_\_ ACCOUNTY NUMBER: \_\_\_\_\_

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY AND DEPOSITORY a reasonable opportunity to act on it.

NAME(S): \_\_\_\_\_ ID NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_