



Dear APU Vendor:

APU is pleased to offer automatic deposit for payments via ACH. To commence this service please complete the form below and send via fax along with a copy of a voided check (if available) to APU's Accounts Payable Office at (626) 633-9147 or via email to accountspayable@apu.edu. Please be advised that incomplete or incorrect information will delay payments due to you.

We will send your payment via ACH on your normal payment dates. If you have any questions regarding this service, please contact our Accounts Payable Team at accountspayable@apu.edu or (626) 815-4696

Thank you,
Accounts Payable Team at Azusa Pacific University

Vendor ID#	<input type="text"/>	Tax ID#	<input type="text"/>
Individual or Business Name:	<input type="text"/>		
Email address:	<input type="text"/>		
I (we) hereby authorize AZUSA PACIFIC UNIVERSITY to send my (our) payments to my (our) bank Account indicated below:			
Bank Name:	<input type="text"/>		
Branch Name:	<input type="text"/>		
Bank ID# (routing number):	<input type="text"/>		
Branch Address:	<input type="text"/>		
Bank Account Number	<input type="text"/>		
Account Type:	<input type="checkbox"/> Checking	<input type="checkbox"/> Savings	
This authority is to remain in full force and effect until Azusa Pacific University has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Azusa Pacific University a reasonable opportunity to act on it.			
Signed By	_____	Signed By	_____
Date	_____	Date	_____
Print Name and Title:		Print Name and Title:	
Name	_____	Name	_____
Title	_____	Title	_____