



VENDOR REQUEST FOR ELECTRONIC PAYMENTS

Washtenaw County is now offering **Electronic Payments** to eligible vendors. This payment method will replace checks and will electronically deposit funds to the bank of your choice. Remittance detail will be sent via email when the funds are available. If interested in receiving electronic payments from Washtenaw County via ACH (Automated Clearing House), complete the following:

Vendor Name: _____
(Name on Bank Account)

Tax ID: _____ Vendor#: _____ Remit: _____
(EIN # or SSN) (Assigned by Washtenaw County)

Address: _____

Contact Information:

Name _____
Phone _____
Fax _____
Email _____
(For Remittance Detail Only)

Bank Information:

Bank Name _____
Bank Routing/ABA # _____ (9 digits)
Bank Account # _____
Checking **Savings**

I understand this authorization remains in effect until cancelled by the Payee/Vendor or Washtenaw County. I authorize Washtenaw County to recover money electronically deposited in error by either debiting my account or by adjusting future payments. I understand I will be notified if an error does occur. Michigan law governs electronic funds transactions authorized by this agreement in all respects except as otherwise superseded by federal law.

Authorized By: _____ Date _____
Name and Title: _____

Return to: Accounts Payable
Washtenaw County Finance Department
PO Box 8645, Ann Arbor, MI 48107-8645
(734) 222-6849 Phone
(734) 222-6778 Fax