



*Office of Paula S. O'Neil
Clerk & Comptroller
Pasco County, Florida*

Automated Clearing House (ACH) Payment Option

*This payment option is available for invoices billed to the
Pasco County Board of County Commissioners.*

Company Information: (As recorded on the W-9 and other IRS documents)

Name: _____
Doing Business As: _____
Federal ID Number: _____
Street Address: _____
City: _____
State: _____
Zip Code: _____
Contact Person: _____
Phone Number: _____
Company Email: _____

Company Bank Information:

Bank Name: _____
Street Address: _____
City: _____
State: _____
Zip Code: _____
Account Type: Checking (Please submit an original check marked void), or
 Savings (Please submit a deposit slip)
Bank ABA
Routing Number: _____
Bank Account
Number: _____

Remittance Detail:

Remittance detail, including invoice number, invoice date, description and amount will be sent via a CTX file for the ACH payment. Since each bank may be different, you should verify with your bank as to the particular method of notice and detail given by your bank before choosing this option.

Fee: Your bank may charge a fee for an ACH transaction. Please check with your bank before choosing the ACH option.

Company Authorization:

I hereby authorize payment to be made by ACH credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries made in error to the company's checking and/or savings account listed above. This authority is to remain in full force until Accounts Payable receives written notification from an authorized representative of the company of any changes to the form or termination of this payment option and, in such manner, as to afford a reasonable opportunity to act upon such written notification.

Signature

Date

Print Name: _____

Title: _____

Please send the original form to:

*Office of Paula S. O'Neil
Clerk & Comptroller, Pasco County*
Attention: Financial Services-Accounts Payable
38053 Live Oak Avenue, Dade City, FL 33523
352-521-4549

Or Fax the form to:

You can contact Accounts Payable at: accts.payable@pascoclerk.com