FRISCO INDEPENDENT SCHOOL DISTRICT

PLEASE NOTE: Direct Deposit is the Frisco ISD preferred method for payment of services rendered and/or goods purchased. Each vendor will be required to provide an e-mail address for the receipt notification on the Direct Deposit. The notification will have a voucher attached reflecting the amount of payment and date of deposit. **(Deposits are posted on Friday's only.)**

I authorize Frisco ISD to initiate credit entries and, if errors occur, I authorize correcting entries to my account indicated below.

_____SIGNING UP FOR A NEW DIRECT DEPOSIT _____CHANGE TO EXISTING DIRECT DEPOSIT

_____STOP EXISTING DIRECT DEPOSIT

AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

Financial Institution – Name/Location

_____

Routing Number (1st nine digits)_____

Account Number _____

You are responsible for contacting your bank to verify the Transit Routing Number and Account Number for DIRECT DEPOSIT.

This authority is to remain in full force until terminated in writing by proper company authority within 10 days.

(Print)COMPANY NAME:_____

(Print) CONTACT NAME:_____

AUTHORIZED SIGNATURE:_____DATE: _____

DIRECT DEPOSIT Voucher Notification Email Address:

_____

PLEASE REMIT THIS FORM TO THE PROCUREMENT DEPARTMENT BY FAX 469-633-6350 OR EMAIL IT TO PATRICIA GENGO, GENGOP@FRISCOISD.ORG

OFFICE USE ONLY

Vendor #_____

Disclaimer: This information will be kept confidential and only used for the purpose of FISD Vendor payments.