

## ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM

As a duly authorized check signer on the financial institution account identified below, I hereby authorize Blackbaud to initiate debit entries and/or credits to the account identified below for payments due or when applicable, apply electronic funds transfer credits to the same. This authorization is to remain in full effect until Blackbaud has received written notification of its termination in such time and in such manner as to afford Blackbaud and the financial institution listed below a reasonable opportunity to act on it.

Please contact Blackbaud with any account changes in writing **at least ten (10) business days before the scheduled date of transfer**. Failure to do so may result in late payment penalties for debits returned as insufficient funds, account closed or authorization revoked.

For accounting purposes, all electronic debits will be reflected in the monthly bank statement that corresponds with the financial institution account identified below.

I understand and authorize all of the above as evidenced by my signature below:

Site ID \_\_\_\_\_ Organization Name \_\_\_\_\_

Address \_\_\_\_\_ City/Province \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_


Print Name \_\_\_\_\_


Authorizing Signature \_\_\_\_\_ Date \_\_\_\_\_

Invoice #/Contract # \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_

### Financial Institution Information:

Enter financial institution account information into the fields provided below or attach a blank voided check.

 Complete or attach VOIDED check here	Financial Institution:	Branch:	
	City:	State:	Zip Code:
	9 Digit Bank Routing/ABA #:	Account #	
	Type of account (please check a box): <input type="checkbox"/> Checking account <input type="checkbox"/> Business Checking account <input type="checkbox"/> Savings account		

 Complete or attach VOIDED check here	Branch Number (5 digits)	Institution # (3 digits)	Account Number
	Financial Institution		
	Branch		
	Branch Address		
	Province	Postal Code	
	Type of account (please check a box): <input type="checkbox"/> Checking account <input type="checkbox"/> Business Checking account <input type="checkbox"/> Savings account		