



Payroll Services Bank ACH Form

Company Name: _____

Effective Date: _____

Address: _____

City, State and Zip: _____

Contact Name: _____

Phone: _____

Email: _____

FAX: _____

Location Bank Account Information:

Type of Debit	Bank Name	Bank Routing Number	Bank Account Number
Net Payroll			
403B Elections & Loans			

Companies and Pay Groups:

Company Name	FEIN Number	PayGroup

Please check only one.

- Change banking accounts on the PRF/ARF and Chancery Accounts Payable systems to the Net Payroll account, OR
- I will notify PRF/ARF and Accounts Payable directly to have banking accounts changed on their systems.

I authorize the Corporation of the Catholic Archbishop of Seattle, Payroll Services Office, to debit the above referenced checking accounts three business days prior to the payroll check date for Net Payroll and 403B Elections, Employer Match and Loans.

Should there be any changes made to our checking account numbers or banks, a designated person in our office will notify the Payroll Services Office in writing with the new bank information two weeks prior to the next payroll date.

 Printed Name

 Title