

# Vendor ACH/Direct Deposit Authorization Form

FWB Florida Properties dba Envest Realty

## 1. Please Check One:

NEW Direct Deposit

CHANGE Direct Deposit

CANCEL Direct Deposit

## 2. Vendor/Payee Information

Name:

Address:

Contact Person's Name (if other than payee):

Telephone Number:

Email Address:

## 3. Financial Institution Information

Bank Name:

Bank Address:

Name on Bank Account:

Bank Account Number:

Nine-Digit Bank Routing/Transit Number (ABA):

Type of Account:

Checking

Savings

**4. Approvals/Authorizations** - I certify that the information provided on this form is correct, and I hereby authorize FWB Florida Properties LLC dba Envest Realty Accounts Payable to electronically deposit payments to the bank account designated above. It is my responsibility to notify Envest Realty AP (ap@fwbfloridaproperties.com or (850) 842-2350) immediately if I believe there is a discrepancy between the amount deposited to my bank account and the amount of the invoice(s) paid. I understand that I must notify Envest Realty AP in writing immediately of any changes in status or banking information. I understand that this authorization will remain in full force and effect until Envest Realty AP has received written notification requesting a change or cancellation and has had reasonable opportunity to act on it, which should take no longer than seven (7) to ten (10) business days.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Important Information

Please return completed form via email: [ap@fwbfloridaproperties.com](mailto:ap@fwbfloridaproperties.com)

## For Office of Accounts Payable Use Only

## Date Received

AP Reviewed and Approved:

Date: