



**HOUSING AUTHORITIES
CITY OF EUREKA & COUNTY OF HUMBOLDT**

735 WEST EVERDING STREET, EUREKA CA 95503
PHONE: (707) 443-4583 FAX: (707) 443-4762 TTY: (800) 651-5111



Vendor Code _____

**AUTOMATIC CREDIT AUTHORIZATION FORM
For the Direct Deposit of Housing Assistance**

I/We authorize the **Housing Authority of the County of Humboldt**, hereinafter called COMPANY, to initiate CREDIT (deposit) entries to my/our checking/savings account indicated below at the depository financial institution named below, hereinafter called DEPOSITORY, and to credit the same to such account. I/We acknowledge that the origination of ACH transactions to my/our account must comply with the provisions of U.S. law.

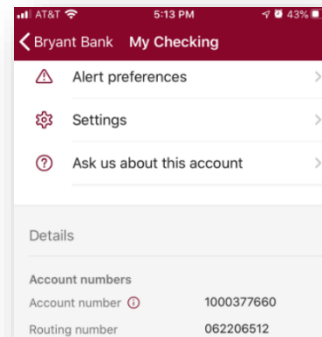
Depository Name (Name of your bank)		Branch	
City	State	Zip	
Routing Number		Account Number	
Select One:	<input type="checkbox"/> Checking Account		<input type="checkbox"/> Saving Account

This authorization is to remain in full force and effect until COMPANY has received written notification from me/us of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

Printed Name		Email Address (for email with ACH payment details)	
Signature	Date	Phone Number	
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NOTE: ALL WRITTEN CREDIT AUTHORIZATIONS MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORIGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

Attach VOIDED check or image





ENJOY DIRECT DEPOSIT

of your monthly

Utility Reimbursement Payments (URP)

To take advantage of this convenient and eco-friendly benefit:

1. Complete the enclosed Automatic Credit Authorization Form. Remember to sign and date the bottom.
2. ATTACH to the form a VOIDED check or bank-generated image of your routing and bank account numbers.
3. Mail the completed form and voided check to:
Housing Authority of the County of Humboldt
Attn: Accounts Payable
735 West Everding Street
Eureka, CA 95503

Completed forms with voided checks received by the 20th will be switched to direct deposit for the next URP payment.

Benefits of the Direct Deposit program:

- You will get your money faster! The monthly URP payment will be direct deposited into your bank account on the second business day of the month.
- You will have a digital record of payments! A detail of that month's direct deposit will be emailed to you (you may need to check the spam folder).
- Your payment is more secure! The possibility of checks lost in the mail will be eliminated.

If you have any questions regarding the direct deposit program, please feel free to call our Accounting department at (707) 443-4583 x234.