

HOUSING AUTHORITY OF THE COUNTY OF SAN MATEO

264 Harbor Boulevard, Building A, Belmont, CA 94002 • Fax (650) 802-3373

AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

Mail To: Housing Authority of the County of San Mateo
264 Harbor Blvd., Bldg. A
Belmont, CA 94002-4017
Attn: Accounting Dept., Jose Fortier

It takes approximately 5 business days to activate the direct deposit. If you have any questions about this form please call Jose Fortier, Accounting Department at **650-802-3345**.

I (we) hereby authorize the Housing Authority of the County of San Mateo (HACSM), to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to the (our) checking account and the financial institution indicated below.

This authorization is to remain in full force and effect until my (our) written notification of its termination to the Housing Authority of the County of San Mateo.

Financial Institution Name	Account Type
Routing Number	Account Number
Name (please print)	Social Security Number or Business Tax ID
Signature	Phone Number
Date	Email

Please mail this form along with a **VOIDED CHECK**, Deposit Slip, or DD Authorization from your financial institution to the address at the top of this form. Photo copies are not accepted. The account must be a Checking, Savings or Commercial account.

If this form is incomplete or if the name and tax ID that you provide on this form does not match the file in our system, deposits will be delayed and this form will returned to you for corrections.