

 <p><b>NORTHERN ARIZONA UNIVERSITY</b></p> <p>Contracts, Purchasing, and Risk Management</p>	<p align="center"><b>NORTHERN ARIZONA UNIVERSITY</b></p> <p align="center">Contracts, Purchasing, and Risk Management 928-523-4557</p> <p align="center"><b>ACH Authorization Form</b></p> <p align="center">Automated Clearing House (ACH) Direct Deposit Authorization</p>	<p>RETURN TO:</p> <p><a href="mailto:NAU-Purchasing@nau.edu">NAU-Purchasing@nau.edu</a> Box 4124 Flagstaff, AZ 86011</p> <p>Revised 03/30/2026</p>
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This form authorizes Northern Arizona University to initiate electronic deposits (and, if necessary, corrections) to the bank account listed below. Complete all fields and return the form to [NAU-Purchasing@nau.edu](mailto:NAU-Purchasing@nau.edu) with a voided check or official bank letter to ensure accuracy. This form is for use by individuals, not businesses operating under an Employer Identification Number.

<b>Payee Information</b>			
Name:			
Mailing Address:	City:	State:	Zip Code:
Phone Number:	Email:		

<b>Request To (select one):</b>		
<input type="checkbox"/> Enroll In ACH	<input type="checkbox"/> Change current enrollment information	<input type="checkbox"/> Cancel enrollment

<b>Bank Account Information</b>	
Include a voided check or official bank letter to ensure accuracy. All required documents must be submitted. Incomplete submissions will not be processed, and your information will not be entered.	
Select one: <input type="checkbox"/> Checking Account <input type="checkbox"/> Savings Account	Financial Institution:
Branch/Bank Address:	
Routing Number (9 digits):	Account Number:

<b>Signature</b>	
I hereby authorize Northern Arizona University to initiate ACH credit entries to the bank account indicated above. If an error occurs, I authorize the University to make correcting debit or credit entries as needed. This authorization will remain in effect until I provide written notice of cancellation. I certify that I am an authorized signer on the account listed above and that the information provided is accurate.	
Signature:	Date: