

VENDOR ELECTRONIC PAYMENT INFORMATION
US Banks Only

COMPANY INFORMATION						
Company/Vendor Name						
Address	Street					
	City		State		Zip Code	
EFT/EDI Contact	Name(s)					
A/R Contact	Telephone #					
	Name(s)				Fax #	
	A/R Contact E-mail					
## Daily Remittance Notification (<i>available upon request</i>)	Remit E-mail Address					
	Remit E-mail Address					
US ACH BANK INFORMATION (Your local branch contact)						
Bank Name						
Address	Street					
	City		State		Zip Code	
Bank Contact	Name(s)					
	Telephone #		Fax #			
ACH Routing #			Note: This may be different than a fed wire routing number.			
Bank Account #						
Account Type	Checking	<input checked="" type="checkbox"/>				
	Savings	<input type="checkbox"/>				

I hereby authorize initiation of direct deposits of accounts payable disbursements into the account specified above and agree to promptly return any funds that are submitted in error.

Signature: _____

Print Name: _____

Title: _____

Date: _____

Please note that a CTX 820 remittance file is forwarded to the receiving bank for each ACH payment. An optional email remittance report is available for those who do not retrieve the CTX 820 remittance detail file from their bank. Currently, this month-to-date report is generated daily even though a payment may not have been processed.

Please return this form to and contact Disbursement Services at yumcdspayments@vanderbilt.edu for any questions or concerns about this form or the ACH payment process.