Wadsworth City Schools

524 Broad Street, Wadsworth, OH 44281

Phone: 330.336.3571
FAX: 330.335.1313

AUTOMATED CLEARINGHOUSE (ACH) REQUEST FORM

Vendor Information:

Vendor Name: _____

Remittance Address: _____

Remittance City: _____ State: _____ Zip Code: _____

Contact Name: _____ Phone #: ( ) _____

E-Mail Address: _____

Banking Information:

Vendor's Bank Name: _____

Bank Address: _____

Bank's City: _____ State: _____ Zip Code: _____

Bank Contact Name: _____ Phone #: ( ) _____

ABA Routing #: _____ Account #: _____

Account Type
(please check only one) Checking ☐ Savings ☐

Please indicate if this account is a personal or business account: Personal ☐ Business ☐

Vendor's Authorization:

Please sign below to confirm that you are authorizing Wadsworth City Schools to begin transferring payments for your invoices to the account mentioned above.

_____ _____
Signature Title

( ) _____ _____
Phone Number Date

Please submit the completed form and a copy of a voided check or a letter from your bank providing confirmation of your account information to the Treasurers Office.

TREASURER'S OFFICE USE ONLY:

Vendor Number: _____
Initials/Date: _____