



**COMMUNITY SCHOOL DISTRICT**

**Educational Services Building**

25345 Taft Road, Novi, Michigan 48374  
(248) 449-1218 • Fax (248) 449-1219

**ACH/EFT Vendor Payment Form**

Novi Community School District's Accounts Payable payments can be made by paper check or ACH/EFT payment. If you would like to receive your payment by ACH/EFT, the following information is required.

- Individual's Name or Company Name: \_\_\_\_\_
- Bank Account type: \_\_\_\_\_ Checking \_\_\_\_\_ Savings
- Bank Account Number: \_\_\_\_\_
- Routine Number: \_\_\_\_\_
- Name of Contact Person: \_\_\_\_\_
- Telephone Number or Contact Person: \_\_\_\_\_
- W-9

If you have any questions, please contact Sandra Brasil at 248-449-1218.

**Please Return Form and W9 To:**  
[sandra.brasil@novik12.org](mailto:sandra.brasil@novik12.org)

*Students who are passionate, empowered, and prepared for their world and their future.*

Sandra Brasil, Executive Assistant to Devin Kling, Asst. Superintendent of Business and Operations  
sandra.brasil@novik12.org

<https://www.novi.k12.mi.us/district/busandfin/>