



RE: Direct Deposit of Payment

United Way of Southern Nevada will be processing all allocations/designations payments via Automatic Clearing House (ACH) directly into your checking account. We will be setting up Direct Deposit capabilities for all our Partner Agencies over the next several months. Receiving electronic payments will become a requirement of agencies accepting United Way of Southern Nevada funds.

Direct Deposit will help eliminate lost or misplaced checks. It will allow us to send your payments electronically to your financial institution. But most importantly, it will get you your money faster. Please complete the enclosed form. Send the form back to us and please include a voided check (from the checking account you want the money deposited to). We cannot accept deposit slips.

If you have questions regarding this process, please contact:

Kathy Christensen
Accounts Payable Specialist
702-892-2363

Thank you in advance for your cooperation.



Vendor ACH Payment Form

Authorization Agreement for Preauthorization Payments

I, hereby authorize the United Way of Southern Nevada to initiate the processing of vendor payments through automatic bank deposits, and to initiate, if necessary, adjustments for any entries made in error to the account indicated below and the depository financial institution named below.

**For Direct Deposit, please complete all the Account Information below, attach a voided check (required) and return to:
United Way of Southern Nevada * 5830 W Flamingo Rd * Las Vegas NV 89103**

Company/Business Name: _____

Contact Phone Number: _____

Contact Name: _____

Contact Title: _____

Contact e-mail Address: _____

Name of Banking Institution: _____

Routing/Transit # **and** Bank Acct #: _____

(Required)
Signature: _____ Date: _____

To Enroll, You Must Attach A Voided Check and Return With This Paperwork.