

# Payment Authorization Form (Including ACH Transfers)

This **payment authorization form** sample facilitates secure approval for ACH transfers, ensuring smooth and verified electronic payments. Designed for clarity, it helps businesses collect essential banking details and authorization signatures efficiently. Utilize this form to streamline your payment processing and enhance transaction reliability.

## 1. Company/Payee Information

**Company/Payee Name:**

**Contact Person:**

**Email Address:**

**Phone Number:**

## 2. Bank Account Information

**Bank Name:**

**Routing Number (ABA):**

**Account Number:**

**Account Type:**

Please select

## 3. Payment Authorization

**Authorized Amount (if recurring or one-time):**

\$0.00

**Payment Frequency:**

Please select

**Start Date:**

**Additional Instructions/Notes:**

## 4. Authorization & Signature

---

I hereby authorize the above-named company/business to initiate ACH credit or debit entries to the bank account(s) indicated above. This authorization will remain effective until I notify the company in writing to cancel it, allowing reasonable time to act on my notification.

Please attach a voided check or bank verification letter for account verification.

**Authorized Name (Print):**

**Authorized Signature:**

**Date:**

Submit Authorization