



**Finance Department**  
General Services Division

## ACH Application

### Company Information

Name: \_\_\_\_\_

Operating Address: \_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City) (State) (Zip Code)

Date: \_\_\_\_\_

EIN# \_\_\_\_\_

Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_

### Banking Information

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City) (State) (Zip Code)

Bank Phone #: \_\_\_\_\_

Name on Account: \_\_\_\_\_

Account Number: \_\_\_\_\_

Routing Number: \_\_\_\_\_  
(ACH Transfers Only)

Company ID#: \_\_\_\_\_

Banking Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please return by fax 510-981-7390 or mail to:

Finance General Services  
2180 Milvia Street, 3<sup>rd</sup> Fl.  
Berkeley, CA 94704