



Direct Deposit

Receiver Authorization Form

I hereby authorize **Bucks County Regional Realty, LLC d/b/a Keller Williams Real Estate** ("the company") to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to the bank account listed below. I further authorize the financial institution named below to credit and/or debit such account.

I understand that this authorization remains in effect until the company receives from me, in writing, notification to terminate authorization in such a time and manner as to afford the company and my financial institution(s) a reasonable time to act on it. I understand electronic funds' transfers may, depending on my bank's policies, take up to three days to process the deposit and, therefore I release, acquit and discharge Company, its employees, heirs, successors, assigns, and agents from liability or claim resulting from my financial institution's timeliness of postings.

Name (as it appears on account) _____

Name of Financial Institution _____

Checking or Savings _____

Bank Routing Number (ABA) _____

Account Number _____

Account Holder Signature

Date

Joint Account Holder Signature

Date

For the company to verify bank account and routing number, associates should attach a **VOIDED CHECK** for the account to be credited. The company and the associate should retain completed copies of this form for their records.



Instructions for filling out the DIRECT DEPOSIT Receiver Authorization Form

The Authorization Form is to be duplicated by the Company and given to those individuals who wish to participate in the company's Direct Deposit Program. The Company is responsible for obtaining individuals authorization prior to transmitting Direct Deposit instructions concerning their account(s).

Please instruct individuals to fill out this form in the following manner:

- **Name of financial institution – REQUIRED** The name of the associate's bank, credit union, or other financial institution.
- **Checking or Savings – REQUIRED** Please indicate whether the account is a checking account or a savings account.
- **Bank Routing Number – REQUIRED** Also known as the Bank "ABA" number. This number is found at the bottom of the associate's check deposit slip. Each financial institution has its own unique routing number.
- **Bank account number – REQUIRED** This number is also found at the bottom of the associate's check or deposit slip.
- **Account Holder Signature – REQUIRED**
- **Joint Account Holder Signature – Required only** if the account requires two signatures on checks or for withdrawals
- **Voided Check** – not required but highly recommended for Keller Williams to verify routing and account numbers. Delays in making deposits into the correct accounts will result if incorrect account/routing numbers are submitted.