center parc credit union

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AUTOMATIC FUNDS TRANSFER AUTHORIZATION VIA THE AUTOMATED CLEARING HOUSE (ACH)

Select one of the following:

☐ **NEW** ACH origination ☐ **CHANGE** ACH origination

By completing and signing this form you authorize Center Parc to establish a transfer(s) from or to your Center Parc account as a one-time transfer or on an established schedule as specified herein. Please return this form in person, via mail or fax to (404) 443-3178. You may also return this form or ask questions via email at ach@mycenterparc.com

1. One account must be a Center Parc account and the other must be an account at another financial institution.
2. You must be an owner of the "From" account.
3. You may use this form to authorize transfers:
   - From your external account at another financial institution to your Center Parc savings or checking account.
   - From your Center Parc savings or checking account to a savings or checking account at another financial institution.

Transfer *"FROM"* Account	Transfer *"TO"* Account
NAME ON ACCOUNT:	NAME ON ACCOUNT:
☐ Center Parc ☐ OTHER FINANCIAL INSTITUTION: _____	☐ Center Parc ☐ OTHER FINANCIAL INSTITUTION: _____
ACCOUNT TYPE: ☐ SAVINGS ☐ CHECKING	ACCOUNT TYPE: ☐ SAVINGS ☐ CHECKING
ACCOUNT NUMBER:	ACCOUNT NUMBER:
ACCOUNT ROUTING AND TRANSIT NUMBER:	ACCOUNT ROUTING AND TRANSIT NUMBER:

AMOUNT OF TRANSFER (MIN $5.00): _____ DATE OF INITIAL TRANSFER: _____

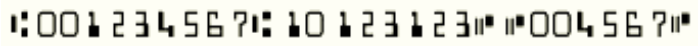
Frequency (Please Check ONE)	
☐ NEW ACCOUNT OPENING DEPOSIT	☐ ONCE WEEKLY ☐ BI-WEEKLY
☐ ONCE MONTHLY	☐ TWICE MONTHLY: ☐ ON THE **1st** AND **15th** ☐ ON THE **15th** AND **END OF MONTH**

- ***Transfer*** requests will be processed on the day requested, unless the scheduled date falls on a weekend or federal holiday. In this event, the transfer will be made on the first business day following the weekend or federal holiday. For transfers to a savings or checking account at another financial institution, we cannot guarantee when the receiving financial institution will make the funds available.
- ***To cancel*** this authorization you must contact Center Parc no less than three (3) business days prior to the next scheduled transfer. The transfer may not be able to be stopped if notice is provided in less than three days. You may contact Center Parc at (800) 849-8431 to place a verbal cancellation on this authorization, however, a written cancellation order must be received no later than 15 business days following the placement of the verbal cancellation order for the cancellation order to remain in affect.
- ***If the automatic transfer*** is returned for any reason, including non-sufficient funds, Center Parc may assess a fee, as specified in Center Parc's Rate and Fee Schedule. No further attempt will be made to resend the automatic transfer by Center Parc.
- ***Center Parc* has the right** to terminate this authorization agreement for any reason.
- ***You waive*** all present and future claims against Center Parc and release Center Parc from all responsibility for loss or damage not caused by Center Parc's negligence.
- ***You acknowledge*** that you may not initiate entries that violate any of the laws of the United States.
- ***Center Parc* may**, from time to time, need to temporarily suspend processing of a transaction for greater scrutiny that might result in delayed settlement and/or availability.

ACCOUNT HOLDER SIGNATURE:	MEMBER NUMBER:	DATE:

ATTACH A VOIDED CHECK. A VOIDED CHECK IS REQUIRED TO PROCESS THIS REQUEST

The Routing and Transit Number can be found at the bottom of a check from the receiving financial institution. It is always nine digits long and is always bracketed by the computer symbol that looks like a vertical line followed by two dots. The other two numbers are the account number and the check number.



This is the routing number. *This is a sample MICR code.*

For Center Parc Staff Only:

OFAC Check: _____