

Date: _____

To Whom It May Concern:

The officers of _____ would like our bi-weekly credit card and ACH settlements deposited via the ACH system to the following bank account.

Bank Name: _____

Bank Address: _____

City, State, Zip: _____

Bank Phone #: _____

Bank Routing #: _____

Bank Account #: _____

Please ACH all funds each Tuesday & Thursday (minus a minimum account balance of \$500.00 for returns, chargeback's and the like) from our NBCal Bank account to the bank account above.

Title

Officer Printed Name

Signature

- **Please affix or fax a photocopy of a voided check on settlement account.**
- **Please note: You will be receiving a signature packet from National Bank of California (NBCal) for the NBCal bank account. This MUST be signed and mailed back to the bank (with the original signature of the principal signer on the account) before the bank will transfer/sweep any funds to your regular operating bank account.**