



**REAL SERVICES, INC
VENDOR PAYMENT INFORMATION**

REAL Services has the capability to pay vendors electronically or by check. Vendors who wish to be paid electronically must provide necessary bank information and sign the form below. Until account information is verified (process takes a minimum of 10 business days) checks will be printed. Once account information is verified, all payments will be sent electronically unless REAL Services is notified otherwise or other circumstances require a check to be printed. Vendors who do not complete a form will continue to be paid by check.

Vendor Name: _____

Billing Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____

Contact Person: _____ **E-mail:** _____

Bank Information

Bank Name: _____

Account Number: _____

Routing Number: _____

Account Type: Checking Savings

Will any of the direct deposits paid under this authorization be redirected to an account outside of the United States*? Yes No

Vendor E-mail (for payment notification) _____

I hereby authorize REAL Services, Inc. to direct deposit payments to the financial institution indicated above and, if necessary, debit entries and adjustments for any credit entries in error. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law.

Authorized Signature

Date

Return completed forms to REAL Services, Inc., ATTN: Claire Kellems, P.O. Box 1835, South Bend, IN 46634

*This further defined is the territorial jurisdiction of the United States which includes all 50 states, U.S. territories, U.S. military bases and U.S. embassies in foreign countries.