

# SMUD ACH Payment Approval Form

Dear SMUD Vendor or Contractor:

The Sacramento Municipal Utility District has a program that allows vendors the option of receiving payments for goods and/or services by electronic funds transfers (EFT) through the Automated Clearing House Network (ACH) in the NACHA CCD Format. If SMUD sets you up for EFT processing, payments will be deposited directly to your account, as opposed to mailing you a check. If you give us your e-mail address, a payment notice will be sent out each time an ACH transfer is executed. We anticipate that this alternate method of payment will introduce collection/payment efficiencies for both your institution and ours.

This form is a request for you to authorize us to pay by EFT. By completing this form and providing an authorized signature, you (1) authorize the Sacramento Municipal Utility District to make payments for goods and/or services by EFT, (2) certify that your company has selected the designated depository financial institution, and (3) direct that all such electronic funds transfers be made as provided below. If you have questions about this form, please contact Meriam Manzano at (916) 732-5355 or mmanza2@smud.org.

Depository Institution Name	
Depository Institution Address	
Routing Number	Account Number
E-mail Address for Payment Notification	

The below named company acknowledges and agrees that the terms and conditions of all agreements with the Sacramento Municipal Utility District concerning the method of payments for goods and/or services shall be amended to allow for ACH payments as described above.

The below named Company will give thirty (30) days written notice to the Sacramento Municipal Utility District of any changes in depository financial institution or other payment instructions. When properly executed, this Authorization will become effective fifteen (15) days after its receipt by the Sacramento Municipal Utility District.

Company Name	Contact Person Name
Contact Person Phone Number	Contact Person E-mail Address

X \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Signature and Title

Please return completed form to Meriam Manzano at the address below or by fax at (916) 732-6587.

SMUD  
Att: Meriam Manzano  
Accounting Department, M.S. B302  
P.O. Box 15830  
Sacramento, CA 95852-1830



**SMUD**

**SACRAMENTO MUNICIPAL UTILITY DISTRICT**  
6201 S Street, P.O. Box 15830, Sacramento, CA 95852-1830  
**The Power To Do More.®**

