



# Automated Payment Processing Safe – Convenient – Easy

We are excited to offer the safety, convenience and ease of Tuition Express® — a payment processing system that allows secure, on-time tuition and fee payments to be made from either your bank account or credit card.

## ELECTRONIC FUNDS TRANSFER AUTHORIZATION FOR BANK ACCOUNT and CREDIT CARD

I (we) hereby authorize (business name) \_\_\_\_\_ to initiate credit card charges to the below-referenced credit card account (Section A) OR, initiate debit entries to my (our) checking or savings account, indicated below (Section B). To properly affect the cancellation of this agreement, I (we) are required to give 10 days written notice.

\_\_\_\_\_ (initial) Credit union members: please contact your credit union to verify account and routing numbers for automatic payments. Check with the center for accepted credit card types.

### COMPLETE ONE SECTION ONLY

#### SECTION A (Credit Card)

\_\_\_\_\_ Cardhold

er Name \_\_\_\_\_ Phone # \_\_\_\_\_

\_\_\_\_\_ Cardhold

er Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ Account

Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

\_\_\_\_\_ Date

Cardholder Signature \_\_\_\_\_

#### SECTION B (Bank Account)

\_\_\_\_\_ Your

Name \_\_\_\_\_ Phone # \_\_\_\_\_

\_\_\_\_\_ Address

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ Bank or

Credit Union Name \_\_\_\_\_ Bank or Credit Union Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ Routing Transit Number (see sample below) \_\_\_\_\_ Account Number (see sample below)  Checking  Savings

ed Signature \_\_\_\_\_

**For Official Use Only**

Date Received \_\_\_\_\_

Employee Signature \_\_\_\_\_

