



Vendor/Subcontractor ACH Form

Yes! Please sign me up for Electronic Funds Transfer (EFT). This form shall be used to initiate or change all EFT or Wire payments (International companies only) made through the W R Systems Ltd Accounts Payable System.

This form shall be completed and e-mailed to accountspayable@wrsystems.com or submitted via the submit button on our W R Systems website. Please allow for reasonable time for this direction to be executed and note that all accounts shall be prenoted before a first payment is sent.

CHECK ONE: **Set Up New Account** **Change Existing Account** **DATE:**

A. PAYEE INFORMATION

PAYEE NAME:

SSN OR TAXPAYER ID:

MAILING ADDRESS:

CITY:

STATE:

ZIP CODE:

Additional Notes (if needed)

CONTACT NAME:

CONTACT EMAIL:

B. FINANCIAL INSTITUTION INFORMATION

BANK NAME:

BANK ADDRESS:

CITY:

STATE:

ZIP CODE:

For ACH Payment Only:

ROUTING NUMBER (9 DIGITS):

ACCOUNT NUMBER:

For International Wires Only:

IBAN NUMBER:

SWIFT ID (10 DIGITS):

**or
COUNTRY AND SORT
CODE (if applicable):**

C. PAYEE CERTIFICATION

I certify that I am legally entitled to receive payments from W R Systems, Ltd. as described above. By signing this form, I authorize these payments to be electronically transferred to the financial institution named and deposited into the account number specified. Authorization is also given to initiate, if necessary, any debit entries and adjustments for credit entries done in error to the account above. This authorization shall remain in effect until canceled in writing.

NAME AND TITLE OF AUTHORIZED OFFICIAL:

SIGNATURE OF AUTHORIZED OFFICIAL:

Questions? Concerns? Please contact W R Systems Ltd Accounts Payable at 703-934-0200 ext 321 or accountspayable@wrsystems.com