

Direct Deposit Authorization

The University of Incarnate Word Accounts Payable Department is now offering direct deposit for payments to your company. A paid invoice receipt will be sent via e-mail to you for your records at the time invoices are paid.

Accounts Receivable

PLEASE PRINT CLEARLY

Company Name: _____

Remit To Address: _____

City, State, Zip Code: _____

Local E-mail Address: _____

Corporate E-Mail Address: _____

BANK INFORMATION

Bank Name: _____

Routing Number: _____ Account Number: _____

Please indicate one of the following:

Check

Savings

*** Please attach a copy of a voided check if possible***

Authorized

Signature: _____ Effective Date: _____

Printed Name

Of Authorizer: _____ Title: _____ Phone: _____

Return this completed form to the Accounts Payable Department at the University of The Incarnate Word at the following address: University of The Incarnate Word, Accounts Payable CPO 287, 4301 Broadway, San Antonio, Texas 78209 or email to mghuerta@uiwtx.edu