

# ACH/Direct Deposit Authorization Form

M&S Property Services, LLC

Please Check One:  NEW Direct Deposit  CHANGE Direct Deposit  CANCEL Direct Deposit

## Payee Information:

Name: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## Banking Information:

Bank Name: \_\_\_\_\_ Name on Bank Account \_\_\_\_\_

Bank Routing Number: (9 digit number) \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Type of Account:  Checking  Savings

Approval/Authorization: I certify that the information provided on this form is correct and authorize M&S Property Services, LLC to electronically deposit payments into the bank account designated above. I understand that it is my responsibility to notify M&S Property Services, LLC if there is a discrepancy between the amount deposited to my account vs the amount shown on a monthly statement. I understand that I must also notify M&S if there is a change in my banking information. Note: In some cases banks may use other account information specifically for ACH deposits vs what is printed on checks. Please confirm the information to use with your financial institution.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please scan and email to [Mark@MSProp.com](mailto:Mark@MSProp.com), or, fax to (505) 891-5662, or, photograph with cell phone and text to (505) 750-1692. If photographing document, enlarge and examine before sending to confirm image is sharp and clear. M&S will confirm receipt by text or email.