Notification of Change for ACH Information

AGENCY NAME_____ **AGENCY (for office use only) ANDAR ID#** _____

ADDRESS_____ **PHONE #**_____

CITY, STATE ZIP _____

I (we) hereby authorize **The United Way of Metropolitan Chicago**, hereinafter called UNITED WAY, to initiate credit entries to my (our) new ( ) **Checking** ( ) **Savings** account (select one) indicated at the depository named below, hereinafter called DEPOSITORY, to credit the same to such account.

DEPOSITORY (BANK)
NAME_____ **BRANCH**_____

CITY_____ **STATE**_____**ZIP**_____

ROUTING #_____ **ACCOUNT #** _____

My (our) former ( ) Checking ( ) Savings account (select one) indicated at the former depository named below, hereinafter called FORMER DEPOSITORY, is no longer valid as of _____ (fill in the date)

DEPOSITORY (BANK)
NAME_____ **BRANCH**_____

CITY_____ **STATE**_____**ZIP**_____

ROUTING #_____ **ACCOUNT #** _____

This authorization is to remain in full force and effect until UNITED WAY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford UNITED WAY and DEPOSITORY and FORMER DEPOSITORY a reasonable opportunity to act on it.

DOES THIS CHANGE INCLUDE DONOR-DESIGNATED DOLLARS RECEIVED FROM UNITED WAY?
☐ **YES** ☐ **NO**

NAME_____ **E-MAIL**_____
(Please Print)

DATE_____ **SIGNED**_____

NOTE: ALL WRITTEN CREDIT AUTHORIZATIONS SHOULD PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

PLEASE BE SURE TO PROVIDE A COPY OF A VOIDED CHECK FOR VERIFICATION OF ROUTING AND ACCOUNT NUMBER. THE FORM CAN BE FAXED OR MAILED TO :

Kimberly Carodine United Way of Metropolitan Chicago fax: (312) 906-8129
560 W. Lake Street phone: (312) 906-2355
Chicago, IL 60661-1499 e-mail: kcarodine@uw-mc.org

NOTE: Please contact Kimberly Carodine for questions regarding ACH information. For all other inquiries, please contact Tom Galassini, Director of Agency Relations at tgalassini@uw-mc.org or call his direct line: 312-906-2360.