

## The George Washington University

### Authorization for Electronic Payments

To authorize The George Washington University to deposit your payments automatically into your banking account, please complete and sign this form.

Payments will be made automatically, in accord with the payment terms agreed upon that are contained in the Purchase Orders and/or Invoices presented for payment.

An e-mail, confirming the deposit and detailing the invoice number(s) that were paid by this deposit will be sent to the e-mail address provided in this form.

This authorization may be revoked at any time, provided you give us ten day's notice, in writing.

All communications to be sent to:

The George Washington University  
Procurement Department  
Email (preferred) - [isupplygw@gwu.edu](mailto:isupplygw@gwu.edu)  
Fax - 571-553-8526

**Company or Individual Name**

**Name of Financial Institution**

**Name of Account at Financial Institution** (the exact name on the account at the financial institution)

**Account Number** or IBAN): (Russian banking requires the INN# and completed EFT Form)

**Routing & Transit Number ("ABA Number")** (SWIFT or BIC for non-US banks)

**E-mail address to which electronic confirmations will be sent** (this is for ACH payments only)

**Company Contact Name**

**Company Contact Telephone Number**

By signing this form below, I/we authorize The George Washington University and the financial institution indicated above to deposit all payments due automatically, in accordance with agreed upon payment terms. This authority will remain in effect until I/we notify The George Washington University in writing of its cancellation.

**Authorized Signature and Date**