



MANAGEAR EFT PAYMENT ACCOUNT SET-UP FORM

AUTHORIZATION AGREEMENT FOR AUTOMATIC Debits (ACH Deposit)

Before sending this form to the North Carolina Rate Bureau for account activation, add the payment account information in ManageAR for your company. Failure to do so could result in a delay in the account set-up.

AGENCYNAME	
AGENCYADDRESS	
PRIMARY AGENCY CONTACT NAME& TITLE	

I (we) hereby authorize the North Carolina Rate Bureau to initiate debit entries and to initiate, if necessary, credit entries and adjustments for any debit entries in error to my (our) checking account, described below and set up by me in the ManageAR system, and the Bank named below, hereinafter called Bank, to:

ACCOUNT DESCRIPTION/NAME <i>(Name, will appear in the payment drop down selection)</i>	
BANK NAME	
DRAFT NOTIFICATION E-MAIL ADDRESS	
NAME OF PERSON RESPONSIBLE FOR ACCOUNT	
TITLE	
PHONE #	
SIGNATURE	
DATE	

I (we) understand that the above signed authorization is to remain in full force and effect until the North Carolina Rate Bureau has received written notification from me (us) of its termination in such time and in such manner as to afford the North Carolina Rate Bureau and the Bank a reasonable opportunity to act on it.

Please Answer All of the following questions:

- New Account Set-up** YES No
- Additional Account Set-up** (An account exists in ManageAR and this is for an additional account) YES No
- Replacement Account Set-up** (An existing account is set-up in ManageAR and is to be deactivated) YES No If yes, please provide the account description/name to be **deactivated** below:
DESCRIPTION _____

ONLY SELECT ONE OPTION FROM BELOW: This cannot be changed after it has been saved in ManageAR

- This account can ONLY BE USED by the Manage AR User listed above - **Myself** YES No
- This account can be used by all ManageAR Users for the agency location listed above - **Single Location** YES No
- The ManageAR Users in all agency locations can use this account - **Multiple Locations** YES No

Please e-mail this form to help@ncrb.org

If you are unable to email, you may fax it to 919-783-7467

Direct any questions to our InformationCenter at 919-582-1056