



DUTCHESS COUNTY

Comptroller's Office, 4th Floor
22 Market Street
Poughkeepsie, NY 12601
Phone: (845) 486-2050 Fax: (845) 486-2055

DIRECT DEPOSIT VIA ACH (ACH CREDIT)

Please fill out the form below and return via email to comptroller@dutchessny.gov

Check all that apply: Begin Deposit Change information

I have provided information for my account below.

I hereby authorize Dutchess County to electronically credit my account. I certify that ACH transactions I authorize comply with all applicable law. I certify and agree to immediately return any erroneous payments that may occur as a result of payment via ACH.

Account Information:

Vendor Name: _____

Bank Name: _____

Routing Number: _____ Account Number: _____

Checking Account Savings Account

Name(s) on the Account _____

Email Address: _____

Please Note: this email address will be used for payment notifications; only one address may be used.

Business Address: _____

Please provide the contact address for your business, as registered with your bank.

Please provide contact information if there are problems with deposits to this account:

Contact Name: _____

Contact Phone Number: _____

I understand that this authorization will remain in full force and effect until I notify Dutchess County in writing to the address above that I wish to revoke this authorization. I understand Dutchess County requires at least 2 weeks prior notice in order to cancel this authorization

Name(s) _____
(Please Print)

Date: _____ Signature(s) _____