



## DIRECT DEPOSIT FORM

SAN ANTONIO HOUSING AUTHORITY  
P.O. BOX 830428  
SAN ANTONIO, TX 78283-0428

### AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSIT

I hereby authorize the San Antonio Housing Authority (SAHA) to make deposits in the account located at  
**(name of Depository Financial Institution, hereinafter referred to as DFI)** \_\_\_\_\_

and authorize the DFI to accept these deposits. Adjusting entries to correct errors are also authorized. It is agreed that these deposits and adjustments may be made electronically which is consistent with the requirements of Section 205.9(b) of Federal Regulation E under the Rules of the National Automated Clearing House Association (NACHA). This authorization will remain in effect until written notice of termination is given to the San Antonio Housing Authority.

**Name of the Financial Institution** \_\_\_\_\_

**Name on Account** \_\_\_\_\_

**Account Number** \_\_\_\_\_

**Routing / Transit Number** \_\_\_\_\_

**Account Type** \_\_\_\_\_

**SSN/Tax I.D. Number** \_\_\_\_\_

**Telephone Number** \_\_\_\_\_

**Printed Name** \_\_\_\_\_

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

**Email Address** \_\_\_\_\_

**Please attach a voided check or an account verification letter signed by an authorized bank representative for verification purposes.**

**RETURN TO:** [accounts\\_payable@saha.org](mailto:accounts_payable@saha.org)

**PLEASE NOTE:** The Direct Deposit may take approximately 30 days to be activated.