



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 NORTH BINKLEY ST., SOLDOTNA, AK 99669

## ACH PAYMENT AUTHORIZATION FORM

(PLEASE PRINT OR TYPE ALL  
INFORMATION)

The Kenai Peninsula Borough School District is pleased to announce that we are now able to offer electronic payment of invoices via ACH. This new payment method will eliminate the issuance of paper checks to your company and allow Kenai Peninsula Borough School District to transmit payments directly to your bank. If you are interested in participating in this new method, we will need the following information.

Company/Payee Name\_\_\_\_\_

Address\_\_\_\_\_

City/State/Zip\_\_\_\_\_

Remittance Advice to be emailed to\_\_\_\_\_

**Note: emailed remittances will be sent out (1) business day prior to funds being transferred.**

Bank Name\_\_\_\_\_

Branch Name (optional)\_\_\_\_\_

ABA/Routing Number (9 digits)\_\_\_\_\_

Account Number\_\_\_\_\_ Type: Checking\_\_\_\_\_ Savings\_\_\_\_\_

Account Name\_\_\_\_\_

Contact Name and phone\_\_\_\_\_

I hereby authorize Kenai Peninsula Borough School District to automatically deposit payments to the account listed above under the terms and conditions of this Direct Deposit (ACH) authorization form. I certify that I am authorized to enter into this agreement on behalf of the account holder. I verify that the information provided on this form is correct.

Authorized Signature\_\_\_\_\_ Date\_\_\_\_\_

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

**PLEASE INCLUDE A CURRENT W-9 FORM**

Please complete this form and return via email to: [accountspayable@kpbsd.org](mailto:accountspayable@kpbsd.org)

If you have additional questions regarding the ACH process, feel free to contact our Accounts Payable at (907)714-8828/8848