

Housing Authority of Travis County  
502 E. Highland Mall Blvd. Ste. 106 B  
Austin, Texas 78752

Phone: 512-854-8245  
Fax: 512-854-1899  
Alternate Fax: 512-617-7802  
[www.hatctx.com](http://www.hatctx.com)

DIRECT DEPOSIT AUTHORIZATION FORM

**VENDOR INFORMATION:**

Business Name or Owner/Agent Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tax ID Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**BANK INFORMATION:**

**\*\*\*Specific Bank Information:** If your bank is Chase, Bank of America, or Wells Fargo:  
Check with your bank for the ACH Routing Number.

Bank: \_\_\_\_\_ Bank Routing (ABA) Number: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Account Type:

Checking  Savings

Attach **one** of the Following for Verification:

Voided Check  Deposit Slip  Bank Statement

**AUTHORIZATION:**

I hereby authorize the Housing Authority of Travis County, to deposit payments by direct deposit (ACH) directly into the above specified bank account. I agree to contact HATC immediately about any overpayments made to this account and I agree to reimburse HATC in full for any overpayments. This authorization will remain in effect until HATC receives written notification of a change.

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

**For Office Use Only**

Date Changed:

Initials: