



**EMPLOYERS**  
SELF • INSURERS • FUND

**AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)**

Company Name: \_\_\_\_\_ (Here after called Company)

Company Federal Employer Identification Number: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Draft Amount: \_\_\_\_\_

I (we) hereby authorize Management Services USA, Inc, (hereinafter called MSUSA), on behalf of Employers Self Insurers Fund to initiate debit entries and to debit the same such account, at the depository financial institution named below, hereinafter called DEPOSITORY,

Name: \_\_\_\_\_ Branch: \_\_\_\_\_

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

Routing Number: \_\_\_\_\_ Account No.: \_\_\_\_\_

This authorization is to remain in full force and effect until MSUSA has received written notification from COMPANY of its termination in such time and manner as to afford MSUSA and DEPOSITORY a reasonable opportunity to act on it.

Name(s): \_\_\_\_\_  
(Please Print)

Name(s): \_\_\_\_\_  
(Please Print)

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTE: ALL DEBIT AUTHORIZATIONS PROVIDE THAT THE COMPANY MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING MSUSA IN THE MANNER SPECIFIED ABOVE. ANY CHANGES TO THE AUTHORIZATION AGREEMENT MUST BE RECEIVED BY MSUSA PRIOR TO THE FIRST OF THE MONTH.**

- ❖ **ACH Debits / Draft premium payments will be drafted on the 10<sup>th</sup> of each month. If the 10<sup>th</sup> falls on a weekend or holiday we will draft on the business day preceding the 10<sup>th</sup>.**
- ❖ **A faxed Draft Authorization Form will be accepted for changes to the Authorization Agreement.**
- ❖ **A copy of a voided check must be included with this request.**
- ❖ **I (we) understand that is authorization allows MSUSA to adjust the monthly deduction to reflect any premium changes and policy renewals. MSUSA agrees it shall notify me (us) at least the (10) days prior, when any deduction will be less that the previous deduction by more than \$1,000 or when any deduction will be greater than the previous deductions.**
- ❖ **Draft accounts will be reviewed by MSUSA or ESIF on a regular basis.**