



Authorization Agreement Form

Authorization Agreement

I hereby authorize **Hughey's Debits and Credits, LLC** to initiate automatic withdrawals from the business account at the financial institution named below to pay for your business expenses such as bills, business license renewals, supplies, etc. All transactions will be accompanied with a printed or emailed receipt to ensure the most accurate financial records as possible.

I hereby authorize **Hughey's Debits and Credits, LLC** to initiate automatic withdrawals from the business account at the financial institution named below to electronically pay for all accounts payable including payroll taxes. These taxes will be paid to Internal Revenue Service's Electronic Federal Tax Payment System (EFTPS) within 5 days after each payroll to ensure no penalties will be accrued for lack of payment.

Further, I agree not to hold **Hughey's Debits and Credits, LLC** responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement will remain in effect until **Hughey's Debits and Credits, LLC** receives a written notice of cancellation from me, or until I submit a new payroll taxes agreement form.

Account Information

Name of Financial Institution: _____

Name of Business: _____

Routing Number: _____

Account Number: _____

Checking

Savings

Card Number: _____

Expiration Date: _____

3-digit CID Security Code: _____

MasterCard

Visa

American Express

Discover

Signature

Authorized Signature _____ Date: _____

Authorized Print Name _____ Date: _____