



## Attachment 1 - ACH Origination Application

Applicant (Company) Name: \_\_\_\_\_

Company ID Number \_\_\_\_\_ Account Number \_\_\_\_\_

Address \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

### Company History

Type of Business \_\_\_\_\_

Opening Date \_\_\_\_\_ No. Employees \_\_\_\_\_ No. Locations \_\_\_\_\_

Do you currently originate ACH transactions:  Yes  No

If **Yes**: What is the average monthly dollar volume of ACH files? \_\_\_\_\_

What is the average monthly number of transactions? \_\_\_\_\_

What is the avg monthly number of returns? \_\_\_\_\_ Returns dollar volume? \$ \_\_\_\_\_

<p><b>Processing Method</b> <input type="checkbox"/> ACH Federal <input type="checkbox"/> Cash Management OLB</p> <p>_____</p> <p><b>Provide Company Name</b></p>
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Acct. Number to receive returns/notifications: \_\_\_\_\_

Affinity Bank will provide all returns and notifications of change via fax/secure email. Please provide the fax number/email address you wish to receive exception items:

\_\_\_\_\_

If **No**: Please estimate the average dollar volume of ACH files per month: \_\_\_\_\_

Please estimate the average number of ACH transactions per month \_\_\_\_\_

What will be the maximum amount of each ACH file sent? \$ \_\_\_\_\_

**Third Party on behalf of companies or Direct Company Origination**

- Third Party Sender (i.e. CPA sending payroll on behalf of multiple companies)
- Originator (company obtaining authorizations directly from employees/clients/consumers)

**What type of ACH files will be sent?**

**ACH Credits representing:**

- payroll  reimbursements  dividends  tax payments  annuities  interest payments  loan payments at another financial institution  vendor payments  corporate-to-corporate payments
- other \_\_\_\_\_

**ACH Debits representing:**

- condominium dues  fees  utility payments  distributor/dealer payments  contributions to Individual Retirement Accounts, SEP's, 401K's, etc.  association dues
- mortgage payments  cash concentration  insurance payments  installment loan payments  safe deposit box rentals  monthly parking fees
- other \_\_\_\_\_

**What will be the frequency of ACH files sent?**

- No Set Frequency  Daily  Weekly on (i.e. every Tuesday)\_\_\_\_\_
- Bi-Weekly on (i.e. every Tuesday and Thursday)\_\_\_\_\_  Monthly on (i.e. the 5<sup>th</sup> of each month) \_\_\_\_\_
- Bi-Monthly on (i.e. the 15<sup>th</sup> & 30<sup>th</sup>)  Other \_\_\_\_\_

Do you have an existing deposit account relationship with Affinity Bank?

- Yes  No

Additional documentation you need to submit (if not already maintained by Affinity Bank):

- Corporate Resolution or Partnership Agreement  Copy of Financial Statements (signed and dated)
- Prior Year Tax Return Copy (signed and dated)  Credit References

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

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

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