



ACH Automatic Payment Authorization Form

Schedule your payments to be automatically deducted from your business checking account. Just complete and sign this form to get started!

How ACH Payments Work:

You authorize scheduled charges to your business checking account. Your invoice will be charged on each due date listed on the invoice for the total amount due for that invoice. A receipt will be emailed to you and the charge will appear on your bank statement. You agree that no prior-notification will be provided.

Please complete the information below:

_____ authorizes **Frontline Source Group, Inc.** to debit the bank account
(company name)

indicated below for each invoice on the due date of the invoice.

Company Name _____

Billing Address _____ Phone# _____ - _____ - _____

City, State, Zip _____ Email _____

Company Name on Account: _____

Bank Name: _____ Bank City/State: _____

Bank Account Number: _____ Bank Routing #: _____

This Business Bank Account is Enabled for ACH Transactions Yes No

SIGNATURE _____

DATE _____

NAME _____

TITLE _____

I certify that I am an authorized representative of the Company indicated above and that I have the authority to authorize these payments on the Company's behalf. Company understands that this authorization will remain in effect until it is canceled in writing, and agrees to notify **Frontline Source Group, Inc.** in writing of any changes in its account information or termination of this authorization at least 15 days prior to the next invoice due date. If the above noted payment dates fall on a weekend or holiday, Company understands that the payments may be executed on the next business day. Company understands that because these are electronic transactions, these funds may be withdrawn from its account as soon as the due date listed on the invoice, and that it will have limited time to report and dispute errors. In the case the transaction is returned for Non Sufficient Funds (NSF) Company understands that **Frontline Source Group, Inc.** may at its discretion attempt to process the charge again within 5 days, and agrees to an additional **\$35.00** charge for each attempt returned NSF, which will be initiated as a separate transaction from the authorized payment. Company has certified that the above business bank account is enabled for ACH transactions, and agrees to reimburse **Frontline Source Group, Inc.** for all penalties and fees incurred as a result of Company's bank rejecting ACH debits or credits as a result of the account not being properly configured for ACH transactions. Both parties agree to be bound by NACHA Operating Rules as they pertain to these transactions. Company acknowledges that the origination of ACH transactions to its account must comply with the provisions of U.S. law. Company agrees not to dispute these scheduled transactions with its bank provided the transactions correspond to the terms indicated on this authorization form.