

<b>SJSU Research Foundation</b> <b>Accounts Payable</b>	210 N. 4 <sup>th</sup> Street, 4 <sup>th</sup> Floor San José, CA 95112 Phone: 408-924-1400 Email: <a href="mailto:research-foundation-ap@sjsu.edu">research-foundation-ap@sjsu.edu</a>
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**ACH Enrollment Form**

The ACH Enrollment Form is to be used by existing San José State University (SJSU) Research Foundation faculty, staff, and students to set up direct deposits. ACH is our preferred form of payment, as it supports our “Go Green” initiatives. With ACH, payments will be automatically deposited into your designated bank account through the automated clearing house. Please complete the sections below to set up direct deposit.

**Payee Information**

<b>Payee Name</b>	
<b>Street Address</b>	
<b>City, State, Zip</b>	
<b>Telephone</b>	
<b>Email Address</b>	
<b>Bank Name</b>	
<b>Account Type</b>	
<b>Account Number</b>	
<b>Routing Number</b>	

I certify that the information above is correct, and that I hereby authorize SJSU Research Foundation Accounts Payable to electronically deposit payment to the designated bank account. This authority remains in full force until I provide written notice of change or cancellation delivered via email to the **SJSU Research Foundation, Accounts Payable Department** at: [research-foundation-ap@sjsu.edu](mailto:research-foundation-ap@sjsu.edu)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date