



**THE UNIVERSITY  
of NORTH CAROLINA  
at CHAPEL HILL**

The University of North Carolina at Chapel Hill  
Accounts Payable  
Vendor Coordinator  
T 919-843-5049

**1218.1.2f Direct Deposit Authorization Form for Vendors**

The University of North Carolina at Chapel Hill requires all campus vendors to complete this form in order to establish an electronic payment method. The University requires payees to receive payments electronically. Your payments will be deposited into the checking or savings account of your choice. You may also elect to receive email notifications of direct deposit. To receive payments electronically, please complete this form and return one of two ways: Portal vendors must upload this form along with a voided check or official bank letter to the UNC Supplier Portal. Non-portal vendors must return this form along with a voided check or official bank letter to the requesting department at UNC via US Mail or FAX.

**This form authorizes ACH direct deposit payments (not wire transfers).**

Account Holder Name: \_\_\_\_\_

Federal ID (TIN/SSN): \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Checking       Savings

Remit Address(s) for Applicable Accounts(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email address for payment notification: \_\_\_\_\_

Authorized Signature \_\_\_\_\_

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

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

