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Oregon State Treasury

LGIP ACH Instructions

Use this form to add/remove ACH instructions for your pool accounts. ACH instructions may take up to 24 hours to set up and must be set up before ACH transactions can be processed. Submit this form through EON, or fax or mail this form to the fax number or address at the bottom of the page.

Participant Information

Local Government Name	Taxpayer Identification Number -

List the pool account number(s) to which this form applies:

Pool Account 1	Pool Account 2	Pool Account 3	Pool Account 4
Pool Account 5	Pool Account 6	Pool Account 7	Pool Account 8
Pool Account 9	Pool Account 10	Pool Account 11	Pool Account 12

ACH Instructions

☐ Add ☐ Remove

Financial Institution Name		Legal Account Owner	
ACH ABA Routing Transit Number	Bank Account Number	Account Type ☐ Checking ☐ Savings	Nickname *(Optional)*
Addendum Details *(Optional)*			

Authorization *(Two different authorized Contacts must sign)*

We authorize the Oregon State Treasury and its agents to initiate debit and credit entries, and adjustments for any entries made in error, to the above-listed bank account. We also acknowledge that such ACH transactions must comply with the provisions of Oregon and U.S. law. This authorization will remain in effect until cancelled in writing to the below address in such time as to afford Treasury a reasonable opportunity to act on said cancellation.

Authorized Contact Signature X *Please print, sign and date this form with blue or black ink.*	Authorized Contact Name		Date
Title	Phone Number	Ext.	E-mail Address

Authorized Contact Signature X *Please print, sign and date this form with blue or black ink.*	Authorized Contact Name		Date
Title	Phone Number	Ext.	E-mail Address

POOL USE ONLY		
	DATE	INITIALS
Processed		
Confirmed		

Oregon LGIP | PO Box 11760 | Harrisburg, PA 17108-1760 | Phone (855) 678-5447 | Fax (888) 535-0120 | www.oregon.gov/lgip