

## Electronic Payment/Transfer Agreement

This agreement constitutes authorization by the charitable gambling organization \_\_\_\_\_ license # \_\_\_\_\_ to permit the electronic transfer of funds in their lawful gambling account for designated purchases from 3 Diamond Corporation.

**Please check below how you would like your ACH draft to occur:**

- Please deduct payment on the 28<sup>th</sup> day after invoice date
- Please deduct payment on the 15<sup>th</sup> and last day of the month for balance due

ACH Payment Notification

Email (optional): \_\_\_\_\_

Required Signature      1. \_\_\_\_\_

Required Signature      2. \_\_\_\_\_

Optional Signature      3. \_\_\_\_\_

Bank Routing Number      \_\_\_\_\_

Bank Account Number      \_\_\_\_\_

3 Diamond Corporation Officer \_\_\_\_\_

\*\*\*\*\*

First, fill out your organizations name and license number. Please have at least 2 signatures submitted. (The optional signature may be a good idea if there is ever a gambling manager change).

Next, create a letter authorizing 3 Diamond Corp to withdraw payment from your account every 28th day after invoicing or the 15<sup>th</sup> and last day of the month for balance due and provide a voided check

\*\*\*Keep in mind if the payment day falls on a holiday or weekend, the payment will be withdrawn the previous business day\*\*\*

Finally, send back the signed copy with your letter. 3 Diamond Corp. will then have the form signed and a copy will be sent back to you.

\*\*\*make sure you put these payment changes in your charitable organizations monthly minutes\*\*\*