



AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

I (we), the landlord hereinafter called SDHC VENDOR, hereby authorize the San Diego Housing Commission, hereinafter called SDHC, to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my (our) account indicated below at the financial institution to credit and/or debit the same to such account.

FINANCIAL INSTITUTION DETAILS

Name of Financial Institution: _____

Transit Routing Number: _____ Account Number: _____

This is a (select one): ☐ Checking Account ☐ Savings Account

This authority is to remain in full force and effect until SDHC and Depository have received written notification from me (or either of us) of its termination in such time and in such manner as to afford SDHC and Depository a reasonable opportunity to act on it.

SDHC may revoke this authorization by notifying Landlord in writing at any time.

SDHC VENDOR DETAILS

SDHC Vendor Account Name: _____

SDHC Vendor Tax ID#: _____ SDHC Vendor Account #: _____

SDHC Vendor Signature: _____ Date: _____

FINANCIAL INST. ACCOUNT HOLDER DETAILS (Only if different than SDHC Vendor Details)

Account Holder Name: _____

Account Holder Tax ID #: _____

Account Holder Signature: _____ Date: _____

Note: A printable but not editable PDF of this completed form will be uploaded to your Rent Café landlord portal. The form will only be accessible to those that are able to log in successfully to your landlord portal. Direct deposit information cannot be changed, or edited thru the landlord portal, if you will like to make any changes please contact landlordservices@sdhc.org and request a new Authorization Agreement for Direct Deposit form.