



Main Office - Department of Housing
 264 Harbor Blvd., Building A Belmont, CA 94002-4017

Housing Community Development
 Tel: (650) 802-5050

Housing Authority of the County of San Mateo
 Tel: (650) 802-3300

www.smchousing.org

AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

Mail To: Housing Authority of the County of San Mateo
 Attn: Accounting Dept, Jennifer Yang
 264 Harbor Blvd, Bldg A
 Belmont, CA 94002

Phone: (628) 258-3218
 (650) 802-3355
Email: jyang1@smchousing.org
Fax: (650) 802-3373

It takes approximately 3-5 business days to activate the direct deposit.
 If you have any questions about this form please contact Jennifer Yang, Accounting Department,
 by phone at (628) 258-3218 or by email at jyang1@smchousing.org.

I (we) hereby authorize the Housing Authority of the County of San Mateo (HACSM), to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to the (our) checking account and the financial institution indicated below.

This authorization is to remain in full force and effect until my (our) written notification of its termination to the Housing Authority of the County of San Mateo.

Financial Institution Name	Account Type
Routing Number	Account Number

Payee Name	Social Security Number or Business Tax ID
Print Name & Signature	Phone Number
Date	Email for Statements

Please return this form along with a **VOIDED CHECK** or DD Authorization from your financial institution to the address at the top of this form.

The account type must be a Checking or Savings account.

If this form is incomplete or if the name and tax ID that you provide on this form does not match the file in our system, deposits will be delayed and this form may be returned to you for corrections.