

## ELECTRONIC FUND TRANSFER AUTHORIZATION AGREEMENT FOR PREAUTHORIZED PAYMENTS

### CALIFORNIA DEPARTMENT OF MOTOR VEHICLES (CADMV) AND FIRST LINE BUSINESS PARTNER (FLBP) or FIRST LINE SERVICE PROVIDER (FLSP)

#### SECTION A — GENERAL PROVISIONS

This agreement provides the expected standards for electronic fund transfer (EFT) debit payment of fees to CADMV. FLBP/FLSP shall not assign or transfer activities under this agreement without prior written consent of CADMV.

1. Fees submitted through EFT shall in no way preclude, affect or change the ability of CADMV to conduct audits and collect additional fees and penalties, when due.
2. CADMV shall initiate an Automated Clearing House (ACH) debit by transmitting a National Automated Clearing House Association (NACHA) formatted file to CADMV's depository for processing through the ACH system.

#### SECTION B — PAYMENT OF DMV FEES DUE

##### 1. Date Fees Due

For purposes of this agreement, CADMV fees shall be due the third (3) working day following the work date the transactions are keyed. Funds shall be made available for debit to the account designated in this authorization, no later than the third work date following the date the transactions are keyed

##### 2. Weekends/Holidays

When the due date falls on a weekend or holiday, the next business day shall be the due date.

##### 3. Settlement Date

Fees submitted by EFT shall be considered received and paid when the funds are *credited to CADMV's depository account (settlement date)*. This normally happens on the third work date. See Section 9, Electronic Fund Transfer in the Business Partner Automation Project Binder for details.

##### 4. Debit Amount Authorized

CADMV shall debit the FLBP/FLSP's designated account for the *exact amount of the electronic billing*. Fees will not be netted; any adjustments of fees shall be requested through the CADMV EFT Representative.

##### 5. Proof of Payment

CADMV shall accept as proof of payment, deposit information received daily via CADMV's Depository electronic reporting system.

##### 6. Notification of Payment Due

FLBP/FLSP agrees that under their right to receive written notice of varying transfers, the electronic billing will serve in lieu of written notification from CADMV.

##### 7. Returned Items

ACH debits returned from depository due to *insufficient funds* or *account closed* shall accrue applicable bank service charges as well as a \$30 returned item charge payable to CADMV. FLBP/FLSP will reimburse CADMV for all returned items by wire transfer on same day as notified by CADMV. Wire transfer will be for the amount of the returned item, plus returned item charge, plus wire transfer processing fee charged to CADMV by depository.

***Any returned item may be considered grounds for cancellation of access under the Business Partner Automation Program Agreement.***

#### SECTION C. — CHANGE OF AUTHORIZATION

Any change in FLBP/FLSP depositories or in depository account numbers shall be provided to CADMV in writing, ***at least 60 days prior to the change.***



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### SECTION A — DEBIT AUTHORIZATION

I (we) hereby authorize California Department of Motor Vehicles to initiate debit entries to the checking account indicated below and the depository named below to debit the same to such account.

DEPOSITORY NAME \_\_\_\_\_ BRANCH \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TRANSIT/ABA NO. \_\_\_\_\_ ACCOUNT NO. \_\_\_\_\_

NINE DIGITS

MAXIMUM 17 DIGITS

**XYZ CORPORATION**  
1234 Main Street  
Anytown, CA 00019

ATTACH VOIDED CHECK HERE FOR  
VERIFICATION OF BANK ACCOUNT,  
ROUTING AND TRANSIT NUMBERS

8000

20

Pay to the  
Order of \_\_\_\_\_

\$

Dollars

**ANYWHERE BANK**  
1234 Main Street  
Anytown, CA 00019

**SAMPLE CHECK**

**MEMO** \_\_\_\_\_  
:321170305 :8000 8 026672 09

Bank Transit/ABA No. Check  
No. Account No.

**Note:** FLSP's using a concentration account rather than a checking account, are required to attach written documentation from their financial institution verifying the routing and transit and bank account numbers.

This ACH Debit Authorization Agreement is included in the CADMV First Line Business Partner Service Provider Program Agreement as Attachment C.

This agreement is valid when signed and dated by both parties. This agreement shall only be terminated upon completion of a new authorization for change in depository, or in conjunction with the master agreement.

### SECTION B — EFT REPRESENTATIVE AUTHORIZED SIGNATURES

**CADMV**

**FLBP/FLSP**

NAME (PRINT OR TYPE)

COMPANY NAME (PRINT OR TYPE)

SIGNATURE

DATE

SIGNATORY NAME (PRINT OR TYPE)

**X**

TITLE

SIGNATURE

DATE

**X**

TELEPHONE NUMBER

TELEPHONE NUMBER

( )

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