

Robin Carter  
 Chair | Board of Commissioners

Janet Abrahams  
 President | Chief Executive Officer



### Electronic DIRECT DEPOSIT Request

Please Print Clearly	
<b>PRINT:</b> Vendor / Landlord /or Company Name:	
Street Address:	
City, State, Zip Code:	
<b>Authorized Signature:</b> Vendor / Landlord /or Company Name:	
Phone Number:	
Email Address:	
Date:	

I authorize the Housing Authority of Baltimore City Accounts Payable to take the following action:

- 1 -  Deposit Directly into my Savings Account
- 2 -  Deposit Directly into my Checking Account
- 3 -  Change Bank my account number

**In the event that HABC Accounts Payable notifies the bank that funds, to which I am not entitled, have been deposited into my account inadvertently, I hereby authorize and direct the bank to return said funds to HABC Operations.**

	Bank Name	Routing number	Account Number	Amount
1 <sup>st</sup> . Bank				
2 <sup>nd</sup> . Bank				

**HABC Electronic Direct Deposit Request Instructions**

- 1) **Print or Type clearly.**
- 2) **Attach a Voided Check copy if direct deposit goes into a checking account.  
 Attach a Deposit Slip copy if direct deposit goes into a savings account.**
- 3) **Email: [program.integrityunit@habc.org](mailto:program.integrityunit@habc.org).**