FORM EFT

Tax Type: Check type(s) Withholding Corporation Income Tax (Pass-through Entities are not eligible.) Motor Fuel Taxes Comptroller of Maryland Authorization Agreement for Electronic Funds Transfers New Revision: Effective Date Allow 10 business days for revisions.

Complete this section:

Name of Business				
latine of Business				
Maryland Central Registration Number				
Federal Employer Identification Number				
l ederar Employer Identification Number				
Motor Fuel Tax Account Number (if applicable)				

	10:01	Allow 10 busine	ss days for revisions.		
		This section must be completed by all taxpayers			
	С	Primary EFT contact person			
	0				
	N T	Address			
	Ä				
A	С	City	State	ZIP Code Telephone number	
	Т	,			
	P	Secondary EFT contact person			
	E				
	R	Address			
	S				
	N	City	State	ZIP Code Telephone number	
	(S)				
		Signature of owner, partner or officer	Title	Date	
		CHOOSE ONLY ONE OF THE TWO PAYMENT OPTIONS BELOW			
This section to be completed only if you choose the ACH DEBIT OPTION					
В		If ACH Debit is chosen, you authorize the Comptroller of Maryland to present the debit entries to your bank for the tax identified above. Only you can initiate a debit by calling the State's Service Bureau and indicating the amount of tax to			
		be paid by electronic funds transfer.	by canning the State's Service bu	read and indicating the amount of tax to	
	A	Bank name			
	C H		<u> </u>		
	l	Bank address			
	D	City Sta	to	ZIP Code	
	E B	City	te	ZIF Code	
	I	Bank account number Bank routing/transfer number			
	Т	Checking S	avings		
		Signature of owner, partner or officer	Title	 Date	
	-	.,			
		-	eted only if you choose the A ank must complete and sign th		
		An AUTHORIZED REPRESENTATIVE of your bank must complete and sign this section confirming that you and bank are capable of initiating ACH CREDITS in the required CCD + TXP format.			
	A	Bank name			
	С Н				
С		Bank address			
	C R	City Sta	 te	ZIP Code	
	E	,			
	DI	Printed name of bank representative		Telephone number	
	†				
		Signature of bank representative		Date	

Instructions for Form EFT

Tax Type: Businesses may use electronic funds transfers (EFT) to file and pay Maryland withholding, motor fuel and corporate income taxes. Accepted corporate forms are 500, 500D and 500E only. **Forms 510, 510D, 510E for Pass-through Entities are NOT accepted.**

Section A - This section must be completed by ALL taxpayers.

- Business name required.
- Maryland Central Registration Number if registered.
- Federal Employer Identification Number required.
- Motor Fuel Tax Account Number if applicable.
- EFT contact person: The primary contact person should be someone within your company who will be directly involved in all phases of the EFT registration process, system implementation, and the payment of the tax. Instructions will be mailed to the contact person designated on the agreement. You also should designate a secondary contact person.
- Address: Indicate the mailing address to be used for correspondence regarding electronic funds transfer.
- **Telephone number:** Indicate the telephone number(s) for the EFT contact person.
- **Signature of owner, partner or officer:** Authorized signature of owner, partner or officer of the company.

Section B – Complete this section only if you are choosing the ACH Debit option.

- Bank name: Name of the bank you will be using for electronic funds transfers.
- Bank address: Indicate the address of the bank branch you will be using.
- Bank account number: The account number from which the State will draw debit entries.
- Type of account: Check the appropriate box for the type of account (savings or checking) you will be using for electronic funds transfer.
- Bank routing transit number: Your bank's nine-digit routing/transit number is required.
- Signature of owner, partner or officer: Authorized signature of owner, partner or officer of the company. This signature will authorize the Comptroller of Maryland to present debit entries.

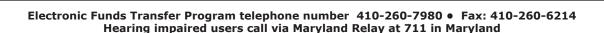
Section C – Complete this section only if you are choosing the ACH Credit option.

Name and address of the bank: Provide the name and address of the bank you will be using for electronic funds transfers.

Printed name and signature of bank representative (include bank representative's telephone number): You cannot use the ACH Credit option unless your bank can initiate transactions in this format.

Mail this completed form to:

Electronic Funds Transfer Program P.O. Box 1509 Annapolis, MD 21404-1509



ACH CREDIT OPTION

To use the ACH Credit option, you must first contact your bank to determine if your bank offers ACH Origination. Please have your bank complete the specific portion of the Authorization Agreement (Form EFT) as verification that your bank can conform to these standards. Also, please complete Section A and Section C before returning the form to the Electronic Funds Transfer Program Office.

Supplemental filing information must be sent with your payment using the ACH standard CCD+ format and the TXP addenda record. The Cash Concentration or Disbursement (CCD) is the most basic form of ACH payment. The CCD format can be processed by all ACH-member banks. The TXP addenda record allows the format to carry additional characters of payment-related data. The TXP will be used for tax registration, tax type code and tax period end date.

You will initiate the credit transaction through your bank to the State's bank account for the amount of your tax payment.

An ACH origination charge from you bank will be incurred by you if you select the ACH Credit option.

Important characteristics of the ACH Credit transactions are:

- Credit transactions require you to enter all payment related data in the standard CCD+ TXP.
- The costs of the ACH Credit transactions are incurred by you.
- You are responsible for your own proof of payment.

ACH DEBIT OPTION

To use the ACH Debit option, please complete Section A and Section B before returning the form to the Electronic Funds Transfer Program Office.

After we receive the Authorization Agreement, the State's Service Bureau will mail you specific instructions on the initiation of Electronic Funds Transfer. You authorize each payment amount to be transferred from your bank account to the State's bank by using a toll-free number.

After you complete the call, the Comptroller of Maryland is responsible for the successful completion of the transaction. The State's Service Bureau will provide you with a verification code indicating that you have completed the necessary steps for the initiation of the Electronic Funds Transfer.

Important characteristics of the ACH Debit transactions are:

It's easyJust place a toll-free call to make your tax payment.

It's predictable Only the amount you specify will be transferred to the State's bank account on the date specified.

It's accurateThe Service Bureau will provide a verification code as your proof of payment.

It's secure

Only you will have the password required to initiate a payment.

It's flexible Extensive editing and correction data can be performed before the transaction is completed. This means that transactions are virtually error free.

It's inexpensive Costs for an ACH Debit are primarily borne by the State. Your bank may have a nominal fee for processing the debit, but it is generally the same cost as a check, or less.