



Finance Department  
675 W. Main St.  
Rochester, NY 14611  
[Finance@rochesterhousing.org](mailto:Finance@rochesterhousing.org)

### DIRECT DEPOSIT AUTHORIZATION FORM

Request: ☐ New ☐ Change ☐ Cancel

Payee Type: ☐ Participant ☐ Vendor

RHA Office Use Only	
Date Received	
Date Completed	
Completed by	
Program Type	

### Participant / Vendor Information Authorization

**Important!** Please read and sign before completing and submitting

I authorize, Rochester Housing Authority (RHA), to deposit any amounts owed me by initiating credit entries to my account, at the financial institution of my choice indicated on this form. I authorize the financial institution to accept and to credit any credit entries indicated by RHA to my account. In the event that RHA deposits funds erroneously into my account, I authorize RHA to debit my account for an amount not to exceed the original amount of the erroneous credit.

Legal Name: \_\_\_\_\_  
(First Name, Last Name) / (Business Name) Social Security # / Tax ID \_\_\_\_\_

Address : \_\_\_\_\_  
City State Zip code

Phone #: ( ) - \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### Deposit / Account Information

#### Required Documentation:

Include One	Checking account, attach a voided check.
	OR
	Savings account attach a bank verification letter.



**Note:** If you do not have a check attach a official bank verification letter with your name and full account number. Deposit slip will not be accepted.

Choose only one account type:

☐ Checking ☐ Savings

Financial Institution: \_\_\_\_\_

Please return this original form and supporting documentation to the Finance Dept.  
Rochester Housing Authority  
675 West Main Street  
Rochester, NY 14611

Victims of domestic violence, dating violence, or stalking may have protections provided by the Violence Against Women's Act, or if you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the Housing Authority immediately.

