

**EL DORADO COUNTY
AUDITOR-CONTROLLER
ELECTRONIC FUNDS TRANSFER
MEMORANDUM**

TO: K.E. Coleman, Treasurer/Tax Collector

FROM: Department/District: _____

Authorized Signature: _____

Joe Harn, Auditor-Controller

Authorized Signature: _____

DATE:

RE: AUTHORIZATION TO ELECTRONICALLY TRANSFER FUNDS

This is my official warrant to pay via electronic transfer on ___/___/____, as described below:

METHOD OF TRANSFER: ACH WIRE TRANSFER

AMOUNT: \$ _____

BANK NAME: _____

BANK BRANCH: _____

ABA NUMBER/ROUTING NUMBER: _____

BANK ACCOUNT NUMBER: _____

BANK ACCOUNT/PAYEE NAME: _____

PAYEE INVOICE NUMBER (if any): _____

FENIX DOCUMENT NUMBER: _____

I hereby certify that the above ACH/Wire transfer instructions and account information has been confirmed by me.

_____/_____/_____
Print name of employee responsible Date Signature
for accuracy of wire instructions

Treasury Use Only

PAYMENT # _____ DATE _____ TIME _____ INITIAL _____

APPROVED _____ RELEASED _____ TIME _____ INITIAL _____