



Please **FAX** completed and signed forms to: **727-865-3102**
 If you have any questions, please contact Ceridian's Accounts Payable department at
 1-800-367-3920 option 1 or email us at CeridianAccountsPayable@Ceridian.com.

Electronic Funds Transfer Agreement Ceridian-initiated ACH Method

The undersigned Vendor (hereinafter referred to as Vendor) hereby authorizes Ceridian HCM (hereinafter referred to as Ceridian) to make payment for goods and services covered by an agreement between Vendor and Ceridian by utilizing, at Ceridian's option, Electronic Funds Transfer (EFT). Any information which Vendor has heretofore provided for such purpose to Ceridian concerning the method and/or timing of payment for goods and services and any contract provisions regarding the method and/or timing of such payments shall be amended to the extent provided herein.

Vendor certifies and agrees that in the event Vendor currently receives EFT payments from Ceridian, the same depository institution will be used for purpose of this agreement. Vendor also agrees to provide Ceridian with **written notification** of any change in Vendor's depository institution, payment instructions, or remittance data instructions at least fifteen (15) days in advance of such change. Such notification shall be delivered to Ceridian Accounts Payable at CeridianAccountsPayable@Ceridian.com or 3201 34 Street South, St Petersburg, FL 33711.

Ceridian shall be responsible for making all payments required in accordance with the terms and conditions of the contracts and/or purchase orders as amended by this Agreement. The EFT payment shall be deemed completed when Vendor's depository institution receives or has control of the payment. Ceridian shall be responsible for any loss of payment prior to the point at which Vendor's depository institution shall receive or have control of the payment.

Vendor shall be responsible for any loss which may arise by reason of any error, mistake or fraud regarding the information provided herein, or any subsequent change. Any other loss shall be borne by Vendor, except to the extent that such loss arises by reason of the negligence or willful misconduct of Ceridian.

In the event that payment has not been received by Vendor within the terms of the contract or purchase order, Vendor shall notify Ceridian immediately in writing and Ceridian shall have ten (10) days from the date of receipt of such notice in which to make said payment. Until the expiration of that period, Vendor agrees to not have, or pursue, any rights or remedies against Ceridian for any failure to make payment including, without limitation, actual, incidental or consequential damages. In the event of duplicate payment, overpayment, fraudulent payment or any payment made in error, Vendor agrees to return any such payment to Ceridian upon discovery of such error by Vendor or after Ceridian provides sufficient information to support its claim.

Vendor's Remit To Address	
Vendor Name:	
Federal Tax ID Number:	
Phone Number:	
Address:	
City, State, Zip Code:	
Email Address:	

Depository Institution Information	
Depository Institution:	
Name on Bank Account:	
Bank Transit Routing Number:	
Bank Account Number:	
Bank Account Type:	<input type="radio"/> Checking <input type="radio"/> Savings

Note: You will be notified of electronic payments via e-mail only. We will accept one e-mail address per vendor.

Vendor Authorization Acknowledgement	
Vendor Name:	
Name and Title (please print):	
Authorized Signature:	
Date:	

Please note: Direct Deposit is optional. If you prefer to continue receiving paper checks, NO action is required.

Once you have downloaded and completed the EFT Agreement form, please

FAX it to 727-865-3102

or

EMAIL it to CeridianAccountsPayable@Ceridian.com

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