



## Request to Add an External Account

### EXTERNAL ACCOUNT AUTHORIZATION

#### Section 1 – TRANSACTION TYPE

Check the applicable transaction and complete the sections indicated

- Add an account { Complete Sections 2 and 3  
 Remove an account { Complete Sections 2 and 4

#### Section 2 – PARTY IDENTIFICATION *(your information)*

Social Security Number: \_\_\_\_\_  
 Internet Login ID: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

#### Section 3 – AUTHORIZATION AGREEMENT FOR ELECTRONIC TRANSFERS

I (we) hereby authorize Itasca Bank & Trust Co. to initiate *(select one or both)*

- Credit entries *(transfers to)*     Debit entries *(transfers from)*

and to initiate, if necessary, entries and adjustments for any entries in error to my (our)

- Checking account     Savings account     Loan account *(credit entries only)*

indicated below and the depository named below, hereinafter called DEPOSITORY, to credit and/or debit the such account.

I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Depository Name: \_\_\_\_\_ Branch: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Routing #: \_\_\_\_\_  
 Account "Nickname": \_\_\_\_\_ Account #: \_\_\_\_\_

This authority is subject to approval of Itasca Bank & Trust Co. and will remain in full force and effect until Itasca Bank & Trust Co. has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Itasca Bank & Trust Co. and DEPOSITORY a reasonable opportunity to act on it. I/we certify that this transfer is being made to my/our account at another financial institution and to no other named person or business.

Name(s): \_\_\_\_\_  
 Date: \_\_\_\_\_

*Signature* \_\_\_\_\_ *Signature* \_\_\_\_\_

**\*\*\*Please attach a voided check or preprinted bank form\*\*\***

#### Section 4- CANCELLATION

I hereby cancel the authorization to do electronic transfers to or from the following account:

Routing #: \_\_\_\_\_ Account #: \_\_\_\_\_

*Signature* \_\_\_\_\_ Date: \_\_\_\_\_