



HOUSING AUTHORITY OF THE CITY OF LAREDO (LHA)
2000 San Francisco Ave. Laredo, TX 78040
Phone: (956)722-4521 • Fax: (956)722-6561 • E-mail: VendorUpdate2020@larha.org



LANDLORD DIRECT DEPOSIT AUTHORIZATION FORM

Landlord, please complete this form and return. Also, attach a voided check or financial institution authorization form for the account to be deposited.

Part 1. Transaction Type

- New Setup Change financial institution Change account type
 Cancellation Change account number

Part 2. Payee Identification

1. Name		2. Owner Tax ID (S.S.N. or Employer Identification Number)			
3. Address		4. City	5. State		6. Zip Code
7. Home Number		8. Office Number		9. Cell Number	

Part 3. Financial Institution

10. Financial Institution Name		11. City, State and Zip Code	
12. Routing Transit Number		13. Customer Account Number	
14. Type of Account		<input type="checkbox"/> Checking	<input type="checkbox"/> Savings

Part 4 Authorization for Setup, Changes or Cancellation

I hereby authorized the Housing Authority of the City of Laredo to deposit payments by electronic funds transfer into the account specified above and, if necessary, debit entries and adjustments for any amount deposited electronically in error, I recognized that, if I fail to provide complete and accurate information on this authorization form, the processing of the form may be delayed or that my payments may be erroneously transferred electronically.

This authorization will remain in effect until written notice to terminate is given. The undersigned must allow a reasonable amount of time from initiating or terminating Direct Deposit and is responsible for any change in financial institution information.

Print Name

Authorized Signature

Date