## The City of Tallahassee now offers ACH/Direct Deposit!!!



Automated Clearing House (ACH)/Payments are made directly to the payee's bank account.

Immediate benefits include:

Quick – No mail time, funds are immediately available on deposit
Convenient – no cost and no worry about getting to the bank to make a deposit
Secure – no paper checks to handle, it won't get misplaced, lost or stolen

- 1. Interested vendors should read the terms and conditions.
- 2. Complete the Direct Deposit Payment Authorization.
- 3. Email it to the City of Tallahassee Procurement Services Department at <a href="mailto:vendors@talgov.com">vendors@talgov.com</a>.

Should you have questions or concerns regarding the ACH process, please contact us at 850.891.8280