

# ELECTRONIC PAYMENT REQUEST



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WEST

## EXPEDITED BILL PAYMENTS

For our members who utilize our online **Bill Pay** services and would like to have the payment sent electronically rather than as a paper check, please complete the below form. Our payment processors will work directly with the payee to whom you would like the payment sent to request electronic receipt of your payment. While we cannot guarantee the payee's policies regarding electronic payment, we will make an attempt to provide you with an expedited bill payment service to meet your needs.

Please [send your request via email to Dakota West](#), drop this completed form off at your nearest Dakota West branch, or send the request by mail to our main office: PO Box 1496, Watford City, ND 58854. If you have any questions, please contact us at 800.411.7590.

## ELECTRONIC PAYEE INFORMATION

Member Name \_\_\_\_\_ Member Number \_\_\_\_\_

*This is your Dakota West Credit Union information.*

Account from which payment should be made \_\_\_\_\_

*This is your Dakota West checking account number.*

Name of Payee \_\_\_\_\_

*This is the name of the company as it appears on the bill or invoice you receive for payment.*

Billing Address of Payee \_\_\_\_\_

*This is the address where the payment gets sent. Please include any suite numbers, and the city, state, and full zip code.*

Customer Service Phone Number \_\_\_\_\_

*This is the number you would call if you inquired about your bill or invoice.*

Name on Payee Account \_\_\_\_\_

*This would be the name you use on the bill to be paid. This may include your common name or frequently used names associated with the account that would identify you as the owner or responsible party on the account.*

Payee Account Number \_\_\_\_\_

*This is the account number associated with the payee. This is not your Dakota West account number.*

Your Signature \_\_\_\_\_ Today's Date \_\_\_\_\_

*I authorize Dakota West Credit Union to speak to the above company to whom I wish to make direct electronic payments for the purposes of creating an electronic payment process only. This will not generate a payment from my account, but will only to allow future payments I may make to be sent electronically.*