



Attn: Accounts Payable
PO Box 850
Montgomery, Texas 77356
accountspayable@bethyl.com
936-597-2147

We want to pay you electronically!

To Whom It May Concern,

We are moving vendor payments from paper checks to EFT. This will allow us to deposit payments directly into the bank account of your choice. You will receive payments faster and avoid potentially getting lost within the US Postal system.

In addition to receiving the money electronically, you will also be notified by email of the incoming payment so you are able to apply the funds correctly. This email will provide all the information that would normally be listed on a check stub.

Please fill out the following form and return by email to the contact information listed above, and be sure to reach out with any questions or concerns.

| | |
|---|--|
| Company Name: | |
| Phone Number: | |
| Email address to send remit notification: | |
| Bank Name: | |
| Routing Number (for ACH payments): | |
| Account Number (for ACH payments): | |
| Tax ID Number: | |

I hereby authorize Bethyl Laboratories, Inc. to initiate automatic deposits to my account at the financial institution named above.

Name: _____ Signature: _____

Title: _____ Date: _____