

ELECTRONIC FUNDS TRANSFER (EFT) PERMISSION LETTER (POLICYHOLDERS)

Complete this form and attach a voided check on the next page to make automatic payments from your bank account on your interim-reporting basis. Please note that **payment amounts may include audit, endorsement and deposit premium**. You will receive a written or email confirmation of all EFT transactions made.

New Enrollment Change Enrollment (effective _____) Cancel Enrollment (effective _____)

(Check One of the Above Selections)

1. YOUR INSURANCE POLICY INFORMATION

_____	WC
Company Name (as it appears on your TBIC payroll report)	Policy Number (5 digits = Ex: WC00000)
_____	_____
Contact Name	Contact Email or Phone Number

2. YOUR BANK INFORMATION

_____	<input type="checkbox"/> <input type="checkbox"/>
Bank Name (US Only)	Checking Savings
	Account Type (Check One)
_____	_____
Bank Account Number	Bank Routing Number (9 digits)

3. AUTHORIZED SIGNATURE

Texas Builders Insurance Company (TBIC) is hereby authorized to withdraw (debit) monies from my (our) account indicated above at the financial institution named above for premium payments due to Texas Builders Insurance Company. I agree that this Authorization in no way affects the terms of the policy, other than the mode of payment, and that the terms and conditions of the Direct Bill Program outlined in my policy packet will continue to apply. I understand that if funds are not available in my (our) account on the withdrawal date and premium is not paid when due, then my (our) policy may be placed on a 10-day Notice of Cancellation in accordance with my (our) policy agreement. I further understand that Texas Builders Insurance Company is not responsible for any fees my financial institution may charge as a result of insufficient funds for a payment.

_____	_____
Bank Account Authorized Signer (Please Print)	Title
_____	_____
Signature	Date

This authority remains in full force and effect as long as your insurance policy is active or until Texas Builders Insurance Company has received written notification of its termination in such time and such manner as to give Texas Builders Insurance Company and the financial institutions a reasonable opportunity to act. To change or correct the EFT instructions above, please contact TBIC's Accounting Department at (512) 421-2644.