

Indigent Defense Services

Private Attorney, Contractor, and Expert Payment Method Verification Form

For your convenience and benefit, the Office of Indigent Defense Services offers the opportunity to receive future payments electronically, rather than by check. Your payments will be deposited into the checking or savings account of your choice. In addition to having the money deposited electronically, you will be notified of the deposit electronically, either by fax or by e-mail. **A VOID CHECK MUST BE ATTACHED FOR VERIFICATION OF ACCOUNT.**

Indicate Action: Add Change Delete

Firm Name: _____

Payee Name: _____

If multiple attorneys within firm desire E-pay please list each individual

Tax Identification Number: _____

Federal TIN or Social Security Number

Please note that contractors must provide a Federal TIN and NOT a Social Security Number

Bank Name and Location: _____

Bank Routing Number: _____

Bank Account Number: _____

Checking OR

Savings _____

Electronic Notification Information (Field Required)

An e-mail notification can only be used if you have the capability to view attachments, otherwise you must use a fax notification. The fax or e-mail will provide you with all the information that would normally be on your check stub. Please note, only one method of notification can be chosen.

() Facsimile Number: () _____

OR

() E-mail Address: _____

Authorization for Direct Deposit

Authorized Signature: _____ Date: _____ Telephone #: _____

Title: _____

**Please complete the form, attach copy of voided check and mail to:
(Faxes are no longer accepted)**

Indigent Defense Services
Attn: Susan Perry
123 W Main Street, Suite 400
Durham, NC 27701

Questions? Please call 919-354-7215