

DESERT GARDEN MONTESSORI pays Vendors electronically, rather than by check. Your payments will be deposited into the checking account of your choice. In addition to having the money deposited electronically, you will also be notified of the deposit by email. To receive payments electronically, you must complete this form, attach a voided check (or direct deposit instruction form from your bank), a completed Form W9, and return all to finance@desertgardenmontessori.org.

PAYEE INFORMATION

Payee Name:

Address:

Telephone Number:

Email:

BANK INFORMATION

Name on Account:

Account No.:

Routing Number:

AUTHORIZED SIGNATURE

NAME:

DATE:

TITLE:

Please complete this form and return it to finance@desertgardenmontessori.org for payment processing.