



County of San Diego

TODD HENDERSON
DIRECTOR

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
3989 RUFFIN ROAD, SAN DIEGO, CALIFORNIA 92123-1815
Phone: 858-694-4801; Fax: 858-694-4871; TDD: 866-945-2207
Toll Free: 1-877-478-5478; Web Address: sdhcd.org

KELLY DUFFEK
ASSISTANT DIRECTOR

DIRECT DEPOSIT AUTHORIZATION FORM

- Complete the **FINANCIAL INSTITUTION AND BUSINESS DATA** portions of this form.
- Send the form **AND AN IMPRINTED, VOIDED CHECK** (*blank or handwritten checks cannot be accepted if Checking Account is selected) to: **Housing Authority of the County of San Diego, Attn: Fiscal, 3989 Ruffin Road, San Diego, CA 92123.** The Housing Authority Fiscal staff will contact you if they have any questions. If you have any questions, please call the Housing Authority Fiscal staff at (858) 694-4862. (Fax number: (858) 694-4845).

I hereby authorize the Housing Authority of the County of San Diego, to initiate deposits and/or correcting entries to previous deposits to my account, if necessary.

FINANCIAL INSTITUTION DATA—PLEASE SELECT ONE:

| | |
|--------------------------------------|--|
| _____ Checking Account* | _____ Savings Account |
| Transit Routing No. _____ | Transit Routing No. _____ |
| Account No. _____ | Account No. _____ |
| _____ | _____ |
| Financial Institution Representative | Financial Institution Telephone Number |
| _____ | _____ |
| Financial Institution | Financial Institution Address |

This authority will remain in force until I have given a written revocation to the Housing Authority of the County of San Diego, in a timeframe that will allow the Housing Authority of the County of San Diego, and the depository a reasonable opportunity to terminate this authorization.

| | |
|----------------------------|--|
| LANDLORD/OWNER DATA | Landlord/Owner E-mail Address _____ |
| _____ | _____ |
| Landlord/Owner Name | Social Security or Tax Identification Number |
| _____ | _____ |
| Landlord/Owner Address | Landlord/Owner Telephone Number |
| _____ | _____ |
| Signature | Date |