ACH Debit Authorization

Customer authorization for Unique Wood Products to debit invoices via ACH · Form UWP-ACH-AUTH-001

Action: ☐ New Authorization ☐ Update Account Info ☐ Revoke Authorization

SECTION A — CUSTOMER INFORMATION

COMPANY / BUSINESS NAME _____ UWP CUSTOMER / ACCOUNT # _____

AUTHORIZED CONTACT NAME _____ TITLE _____

BILLING ADDRESS _____ CITY / STATE / ZIP _____

PHONE _____ EMAIL (FOR ACH RECEIPTS & NOTICES) _____

SECTION B — BANK ACCOUNT TO BE DEBITED

Account Type: ☐ Business Checking ☐ Business Savings ☐ Personal

BANK NAME _____ BANK CITY / STATE _____

ACCOUNT HOLDER NAME (AS ON BANK RECORDS) _____ BANK PHONE (OPTIONAL) _____

ROUTING NUMBER (9 DIGITS) _____ ACCOUNT NUMBER _____

Attach a VOIDED CHECK from this account to verify the routing and account numbers. Deposit slips are not acceptable. For accounts without paper checks, attach a bank-issued letter or statement showing both numbers.

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SECTION C — AUTHORIZATION TYPE & AMOUNT

Select the debit authorization that applies to this account. UWP will draft funds only as described below.

☐ **One-Time Payment**
Authorize a single ACH debit for the amount listed below.

☐ **Recurring — Per Invoice**
Authorize UWP to debit each invoice in the amount shown on the invoice when due. UWP will notify by email at least 3 business days before each debit.

☐ **Recurring — Statement / On-Demand**
Authorize UWP to debit the outstanding balance on a regular cycle (monthly statement or upon customer request).

AMOUNT $ (ONE-TIME, IF APPLICABLE) _____ MAXIMUM PER DEBIT $ (OPTIONAL CAP) _____ START DATE _____

SECTION D — AUTHORIZATION & REVOCATION

I (the authorized signer above) certify that I am an owner or authorized signer on the account listed in Section B, and I authorize Unique Wood Products to initiate ACH debit entries — and, if necessary, credit entries and adjustments to correct errors — against that account in accordance with the option selected in Section C. This authorization remains in effect until I revoke it in writing by sending notice to accounting@uniquewoodproducts.com or by U.S. mail to 9915 Tanner Road, Houston TX 77041. UWP requires reasonable advance notice (at least 3 business days before the next scheduled debit) to act on a revocation. I agree to be bound by NACHA Operating Rules and applicable law. In the event a debit is returned (NSF, account closed, etc.), I agree to pay UWP a return fee of $35 and to keep the invoice obligation in good standing.

AUTHORIZED SIGNATURE _____ PRINTED NAME / TITLE _____ DATE _____

Return this completed form, with a voided check attached, to: accounting@uniquewoodproducts.com

Or mail / drop off — Unique Wood Products · 9915 Tanner Road, Houston TX 77041 · 713.462.5045

This form contains banking information. Email it only to the address above — UWP will never ask you to send banking details to any other address or by text.

ACCOUNTING USE ONLY

RECEIVED BY _____ DATE RECEIVED _____ CUSTOMER # _____ FIRST DEBIT DATE _____