



Check the reason that you are completing this form:

- Initial Setup Change Cancel

Check one payment option from below:

- Dealer Initiated Payment (Via Hawley Website Only) Hawley Automatic Draft Payment At Time of Order Placement
Hawley Automatic Draft Payment on Net Due Date of Invoice
Hawley Automatic Draft Payment Early Pay Discount Date of Invoice

Section A: Company Information:

Hawley Account #:
Company Name:
DBA:
Street Address:
City: State: ZIP:
Telephone #:

Section B: Primary Contact Person:

Name: Title:
Address:
City: State: ZIP:
Telephone #: Extension:
Email Address:

Section C: Financial Institution Information*:

Bank Name:
Bank Address:
City: State: ZIP:
Account Type:
Routing Transit # Account Number:
Name on Account:

*****IMPORTANT: A PHOTOCOPY OF A VOIDED CHECK MUST BE ATTACHED FOR VERIFICATION OF ACCOUNT NUMBERS.

Section D: Authorization:

I authorize Hawley to initiate and/or set up electronic debit and credit entries to the above account for payment of Hawley invoices. Payment will be initiated on the designated due date or on the next business day if this date falls on a weekend or holiday. I acknowledge that the origination of ACH transactions to this account must comply with the provisions of U.S. law. This authority will remain in effect until it has been cancelled in writing.

Signature of Account Owner or Authorized Signer on Account Title
Print Name Date