

**THE CITY OF WESTERVILLE**

**ACH CREDIT ENROLLMENT FORM – WITHHOLDING PAYMENTS**

Payroll Agencies with clients and Businesses can elect to file their withholding returns and payments via ACH credit. The City of Westerville has adapted the CCD+ NACHA record format. The specifications for The City of Westerville ACH Credit record layouts are available upon request.

To enroll in this program, complete, sign, and return this form to:

Melinda Ulry  
The City of Westerville  
PO Box 130  
Westerville, OH 43081-2119  
incometax@westerville.org  
Phone Number: 614-901-6420  
Fax Number: 614-901-6820

**Company Information:**

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Approximate Number of Clients filing Westerville withholding returns: \_\_\_\_\_

**Contact Information:**

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

The undersigned is enrolling in the City of Westerville ACH Credit Program for filing withholding returns, and is requesting that City of Westerville provide the undersigned with the necessary authorization and bank information (routing number, account number, etc).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title