

PeopleSoft Financials Banking Account Set Up Form

(Forward to Member Care to get the account set up)

Banking Information – including Checking, Savings, Depository, and Investment Accounts

Council HQ City		Council #	
Bank Name			
Branch Name			
Branch Address			
Routing Number (nine digits)			
Account #			
Does this account replace an existing account?	YES	NO	
What Type of account is this?	Checking	Savings	
Will You Print AP Checks from this bank account?	YES	NO	
List ALL GL ACCOUNTS IN ALL THREE FUNDS that are assigned to this bank account	(format #-####-###-##)		
Is this the default GL account for vouchers?			
Notes – any special instructions or concerns			

APPROVAL _____ DATE _____