Harrisburg, PA 17121 | DEPARTMENT OF LABOR & INDUSTRY COMMONWEALTH OF PENNSYLVANIA | www.dli.state.pa.us

REQUEST TO CHANGE EFT PAYMENT METHOD AND/OR BANK INFORMATION

Action Requested: ☐ Change Payment Method ☐ Change Bank Information

Taxpayer Business Name _____

Federal EIN _____ **UC Account Number** _____

Mailing Address for Electronic Funds Transfer (EFT) Purposes:

STREET ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

Payment Method Requested (check one): ☐ ACH DEBIT ☐ ACH CREDIT

ACH Debit *If you selected ACH Debit, read and complete this section. If you selected ACH Credit, read the next section.*

Authorizations for Direct Payments (ACH Debit)

The following provisions shall apply to EFT payments by ACH Debit:

1. I authorize the Department, the Office of State Treasurer, and their depository financial institution or institutions, to initiate debit entries to the deposit account indicated below at the depository financial institution named below, and to debit the same to such account. I acknowledge that the origination of ACH Debit transactions to the account must comply with the provisions of U.S. law.

   BANK NAME _____

   CITY _____ STATE _____ ZIP CODE _____

   ACCOUNT NUMBER _____ TRANSIT ROUTING (ABA NUMBER) _____

   ACCOUNT TYPE: ☐ CHECKING ☐ SAVINGS

2. I authorize a debit entry to be initiated each time a Form UC-2 is filed electronically. I authorize the debit entry to be in the amount of the liability set forth on Line 9 of the corresponding Form UC-2. I authorize the Commonwealth to effectuate the debit entry on or after the date selected when the corresponding Form UC-2 is filed.

3. To change the depository financial institution or deposit account or both, revoke this authorization for debit entries, or change the employer's EFT payment method, the account administrator shall submit a written request to the Department in the form prescribed by the Department. Any such request shall not be effective until the requested change is reflected in the account information at the e-TIDES website. This authorization for debit entries may be revoked or modified only in the manner indicated in this paragraph.

4. For purposes of the UC Law, 43 P.S. § 753 et seq., a payment by ACH Debit is made on the settlement date. Provided, if the settlement date is later than the date the payment is due, pursuant to Section 305 of the UC Law, 43 P.S. § 785, the payment will be deemed to be made on the date it is due if the following requirements are met: (a) the corresponding Form UC-2 is filed on or before the date it is due, pursuant to 34 Pa. Code § 63.52, and (b)(i) the payment occurs as a result of the first debit entry initiated by the Commonwealth, or (ii) the payment does not occur as a result of the first debit entry, but all prior debit entries initiated by the Commonwealth to obtain the payment were rejected for reasons attributable to the Commonwealth.

5. A payment by ACH Debit that is not made or deemed made by the date the payment is due, pursuant to Section 305 of the UC Law, 43 P.S. § 785, shall bear interest in accordance with Section 308 of the UC Law, 43 P.S. § 788.

6. If the Commonwealth initiates a debit entry which is rejected for reasons not attributable to the Commonwealth, that attempted debit entry shall constitute a dishonored check for purposes of Section 313 of the UC Law, 43 P.S. § 793.

ACH Credit *If you selected ACH Credit, read this section.*

The following provisions shall apply to EFT payments by ACH Credit:

1. The employer will follow all instructions from the Department regarding payment by ACH Credit.

2. A payment by ACH Credit must be made in the CCD+/TXP format.

3. For purposes of the UC Law, 43 P.S. § 753 et seq., a payment by ACH Credit is made on the settlement date. Provided, that a payment by ACH Credit that settles on the first banking day after the date the payment is due, pursuant to Section 305 of the UC Law, 43 P.S. § 785, will be deemed to be made on the due date.

4. A payment by ACH Credit that is not made or deemed made by the date the payment is due, pursuant to Section 305 of the UC Law, 43 P.S. § 785, shall bear interest in accordance with Section 308 of the UC Law, 43 P.S. § 788.

5. To change the employer's EFT payment method, the account administrator shall submit a written request to the Department in the form prescribed by the Department. Such a request shall not be effective until the new payment method is reflected in the account information at the e-TIDES website.

General Provisions

1. This Request is not effective until the new payment method and/or bank information is reflected in the account information at the e-TIDES website.

2. "Settlement date" means the date when the funds corresponding to an entry are reflected in the account of the Department's depository financial institution in the Federal Reserve Bank.

3. This Request authorizes the Department, the Office of State Treasurer, and their depository financial institution or institutions, to use the information provided in this Request to the full extent necessary to effectuate electronic filing of Forms UC-2 and UC-2A and payment of UC tax liabilities by EFT.

Certification and Signature

- I agree, on behalf of the employer, to all terms and conditions of this Request.
- I certify that I am authorized to make this Request on behalf of the employer, including authorization to select an EFT payment method for the employer and, if ACH Debit is selected, to designate the deposit account and depository financial institution to receive debit entries. I further certify that I am authorized to act as account administrator.
- I declare under the penalties of perjury that all information in this Request is true, correct and complete.
- I acknowledge that false statements on this Request are punishable pursuant to 18 Pa. C.S.A. § 4904 (unsworn falsification to authorities).

SIGNATURE OF ACCOUNT ADMINISTRATOR	DATE

LAST NAME OF ACCOUNT ADMINISTRATOR	FIRST	M.I.

STREET ADDRESS	CITY	STATE	ZIP CODE

TITLE	PHONE	E-MAIL ADDRESS

Please make a copy of this completed Request for your records. You may fax the completed Request to the Department of Labor and Industry at (717) 787-8373 or return it within ten (10) days to UC Tides, Room 918, Labor and Industry Building, 7th and Forster Streets, Harrisburg, PA 17121-0001.