

# ELECTRONIC FUNDS TRANSFER (EFT) CERTIFICATE

DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:** DEBT COLLECTION IMPROVEMENT ACT OF 1996, PUBLIC LAW 104-134. PUBLIC LAW 104-134 REQUIRES THAT ALL FEDERAL PAYMENTS SHALL BE MADE BY MEANS OF EFT.

**PURPOSE:** TO ENSURE REIMBURSEMENTS ARE MADE TO MILITARY MEMBERS AND CIVILIAN EMPLOYEES WHO PERFORMS OFFICIAL TRAVEL ARE CREDITED IN THEIR ELECTRONIC FUNDS TRANSFER (EFT) ACCOUNT IN TIMELY MANNER.

**ROUTINE USES:** TO AUTHORIZE A FINANCIAL INSTITUTION CHOSEN BY INDIVIDUAL MILITARY MEMBERS AND CIVILIAN EMPLOYEES TO CREDIT THEIR EFT ACCOUNTS.

DISCLOSURE IS MANDATORY. FAILURE TO FURNISH INFORMATION REQUESTED MAY RESULT IN NON-PAYMENT OF TRAVEL PAY ENTITLEMENTS OR MAY DELAY RECEIPT OF PAYMENT TO YOUR EFT ACCOUNT.

NAME (LAST, FIRST, M.I.) \_\_\_\_\_ SSN \_\_\_\_\_

COMMAND OR DUTY STATION \_\_\_\_\_

PAYGRADE OR GS LEVEL \_\_\_\_\_

WORK PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

FINANCIAL INSTITUTION'S NAME \_\_\_\_\_

FINANCIAL INSTITUTION'S ROUTING TRANSIT NUMBER (RTN) \_\_\_\_\_  
(OBTAIN FROM FINANCIAL INSTITUTION OR BOTTOM PART OF YOUR PERSONAL CHECK)

ACCOUNT TYPE (CHECK ONE)                      CHECKING                      SAVINGS

ACCOUNT NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_