



Housing Authority of Washington County, MD
319 East Antietam Street, 2nd Floor, Hagerstown, MD 21740

P 301.791.3168 F 301.791.2755
www.hawcmd.org

Direct Deposit Form

The Housing Authority of Washington County (HAWC) offers direct deposit to Housing Choice Voucher (Section 8) landlords. The deposit amount will be for the total of all rents we owe you. The deposit may be made directly either to a checking or a savings account. To participate, please complete the authorization agreement at the bottom of this page and return it to HAWC at 319 East Antietam Street, 2nd Floor, Hagerstown, MD 21740. Unsigned or incomplete agreements will be returned.

While employees of HAWC and its financial institution may have access to this information when they are processing direct deposit transactions, a number of safeguards are in place to ensure that it remains strictly confidential. You will continue to receive printed rent checks until the direct deposit becomes effective.

If you are unsure of the bank information, please contact your bank directly. Attaching a voided check to this request is the best way to ensure that we have the right account information. The ABA number and the account number referred to below are normally imprinted on the bottom of checks between the two hard colons.

Direct Deposit Authorization

I hereby authorize the Housing Authority of Washington County (1) to initiate credit entries (deposits) to my account number indicated below at the depository named below and (2) to initiate, if necessary, debit entries or adjustments for any credit error.

Bank name: _____

Bank address: _____

Transit/Routing ABA# _____ Account number: _____

Type of account (check one only): Checking [] Savings []

This authorization is to remain in full force and effect until HAWC has received written notice of my intention to terminate this agreement, allowing sufficient time for HAWC to act upon it.

Landlord name – please print

Date

Landlord signature

Taxpayer ID number