

_____ **Charter School**

Resolution No. _____

**Notification to ACOE of Bank Account, or Change in Bank Account,
for Electronic (ACH) Receipt of Pass-Through Apportionment Funding**

WHEREAS, the _____ Charter School (hereafter “Charter School”) has elected to receive all pass-through apportionment funding directly from the Alameda County Office of Education (hereafter “ACOE”); and

WHEREAS, ACOE currently uses an ACH payment transfer process as the mechanism for payment of pass-through apportionment funding to all direct-funded charter schools; and

WHEREAS, the Charter School hereby intends to use the bank account listed below for the purpose of receiving all pass-through apportionment funding payments from ACOE; and

WHEREAS, the bank account listed below, if applicable, hereby replaces any bank account previously established, approved and used by ACOE for the purpose of receiving pass-through apportionment funding; and

WHEREAS, the bank account listed below has been established in the operating name of the Charter School and the Charter School has full custodial rights to the account, including withdrawal privileges; and

WHEREAS, the account listed below does not belong to any third-party recipient of the Charter School’s apportionment funding;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Charter School hereby requests and approves that ACOE transmit electronically all pass-through apportionment funding payments to the Charter School’s bank account as listed below. A voided check is also attached for this account.

Bank Name:	
Bank Address:	
Account Name:	
Account Number:	
Routing Number:	

REQUIRED
**STAPLE
 VOIDED
 CHECK
 HERE**
 (over check
 sample)
 ➔

Name _____ 2400
 Address, City, State, Zip _____ 19 _____ 91-548/1221
 PAY TO THE ORDER OF _____ \$ _____
 _____ DOLLARS
 Bank Name _____
 Address, City, State, Zip _____
 FOR _____
 ⑆ 22105278⑆ 6724301068⑆ 2400⑆
 Routing Number Account Number Check Number

The Charter School, through passage of this resolution, hereby authorizes ACOE to initiate credit entries and, if necessary, debit entries and adjustments for any credit entries in error, to the account indicated above, and the depository institution named above, to credit and/or debit the same to such account.

This authority is to remain in full force and effect until ACOE has received written notification via an approved board resolution from the Charter School of the closure or modification of this account. Such changes will be made in such time and in such a manner as to afford ACOE and ACOE’s ACH bank with a reasonable opportunity to act upon it.

PASSED AND ADOPTED by the Governing Board of the _____

Charter School on this ____ day of _____, _____ by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTENTIONS:

 Clerk of the Board of Trustees

 Charter School