



CITY OF HUNTINGTON BEACH

Finance Department

Lori Ann Farrell
Director of Finance

Dear Valued Vendor:

You will be receiving payments from the City of Huntington Beach. Our preferred method of payment is by electronic payments using ACH (Automated Clearing House.) When you receive payments from the city in this matter, you will receive an electronic credit to your bank account, and will be mailed a copy of the remittance advice for your records. You should receive the remittance copy the day you receive the payment in your bank account.

Using this method to receive payments is faster, safer, and more secure than receiving a check in the mail. The process of signing up is easy, simply complete the attached application, and return it to the address listed below. Please ensure the form contains an original authorized signature. If at any time your banking information changes, please notify us immediately.

There are three convenient easy to submit your Authorization Form:

- Mail our form to: City of Huntington Beach
Attn: Marilyn Goldstein
P.O. Box 190
Huntington Beach, CA 92648-0190
- Fax your form to : (714) 374-1571
- E-mail your form to: mgoldstein@surfcity-hb.org

Please contact Joyce Zacks, Deputy City Treasurer, if you have any further questions at (714) 536-5990, or email your questions to the email above. Thank you for helping us "Go Green" electronically.

Sincerely,

Lori Ann Farrell
Director of Finance
City of Huntington Beach