Written Statement Under Penalty of Perjury
for Unauthorized/Improper ACH Debit Activity

In accordance with the ACH Rules and Operating Guidelines

STATE OF	COUNTY OF	FINANCIAL INSTITUTION	BRANCH

I, _____, depose and say that I have examined the attached statement or other notification from my Financial Institution indicating that an ACH debit entry was charged to my Account # _____ in the name of _____ on _____, 20____, in the amount of $_____, and that the debit entry was unauthorized, improper, or a prior authorization was revoked. For non-consumer accounts: I further assert that I am an authorized signer on the above-referenced account or have corporate authority to act on the above-referenced account.

FOR REVOKED AUTHORIZATION, I FURTHER DEPOSE AND SAY THAT: (Return reason code = R07)

☐ I authorized _____ ("the Company") to originate one or more ACH entries to debit funds from my account, but on _____, 20_____, I revoked that authorization by notifying the Company in the manner specified in the authorization.

FOR UNAUTHORIZED ENTRIES, I FURTHER DEPOSE AND SAY THAT (check one):

(Use R10 for consumer SEC codes to consumer acct; use R05 for corporate SEC codes to consumer acct; use R29 for corporate SEC codes to corp. acct)

☐ **(A)** I did not authorize, and have not ever authorized, in writing, or by similarly-authenticated means (for WEB, TEL, and POP), _____. to originate one or more ACH entries to debit funds from this account at my financial institution.

☐ **(B)** I authorized _____ to originate one or more ACH entries to debit funds from this account at my financial institution in writing or by similarly-authenticated means, but:

___the amount debited exceeds the amount I authorized to be debited. The amount I authorized was $_____ ;
OR
___the debit was made to this account on a date earlier than the date on which I authorized the debit to occur. I authorized the debit to be made to this account no earlier than _____, 20_____.

FOR IMPROPER ENTRIES (RCK, ARC, BOC and POP), I FURTHER DEPOSE AND SAY THAT (check one):

☐ **(A)** The item to which the re-presented check (RCK) entry relates was ineligible because (check one):   **(R51 for all)**
___the item is drawn on a non-consumer account.
___the item is not within the meaning of Revised Article 4 of the Uniform Commercial Code (1990 Official Text - ineligible items include non-cash items; drafts drawn on the U.S. Treasury, a Federal Reserve Bank, a Federal Home Loan Bank, or state or local government; U.S. Postal Service money orders; non-U.S. currency items; third-party items; demand drafts; and third-party drafts without Receiver's signature).
___the item is not a negotiable demand draft drawn on, or payable through or at, a Participating Depository Financial Institution other than a Federal Reserve Bank or Federal Home Loan Bank.
___the item is in an amount of $2,500 or more.
___the item does not indicate on the face of the document that it was returned due to Not Sufficient Funds, NSF, Uncollected Funds, or comparable language.
___the item does not contain a pre-printed serial number.
___the item is dated more than 180 days from the date the entry was transmitted to the RDFI.
___the item has been presented more than three times in any combination of paper and electronic means, including the original presentment.

☐ **(B)** The item to which the accounts receivable (ARC) entry, back office conversion (BOC) entry, or point-of-purchase (POP) entry relates was ineligible because (check one):   **(R10 for all options)**
___the item contains an Auxiliary On-Us field in the MICR line.
___the item is for an amount greater than $25,000.
___the item was not completed and signed by the Receiver.
___the item was not encoded in magnetic ink. (BOC only)
___the item does not contain a pre-printed serial number.
___the item is a third-party check; a demand draft or third-party draft that does not contain the signature of the Receiver; a credit card check or home equity line of credit check; a check drawn on an investment company; an obligation of a financial institution such as a traveler's check, money order, cashier's check, or official check; a check drawn on the Treasury of the United States, a Federal Reserve Bank, or a Federal Home Loan Bank; a check drawn on a state or local government; or a check payable in a medium other than United States currency.

☐ **(C)** Both the electronic and paper items have been presented for payment. (RCK = R53; ARC, BOC, and POP = R37)

☐ **(D)** Amount was not accurately obtained from the source document. (RCK = R51; ARC and BOC = R10)

☐ **(E)** The notice stating the terms of the policy was not provided to me in advance of receiving the paper item to which the electronic entry relates. (RCK = R51; ARC, BOC, and POP = R10)

☐ **(F)** All signatures on the original item are not authentic or authorized. (RCK only; use R51)

☐ **(G)** The original item has been altered. (RCK only; use R51)

☐ **(H)** I opted out of check conversion activity. (ARC and BOC = R10)

I further depose and say that the debit transaction was not originated with fraudulent intent by me or any person acting in concert with me, and that the signature below is my own proper signature. I certify under penalty of perjury that the foregoing is true and correct.

DATE	AUTHORIZED SIGNATURE	PRINT NAME

DATE RECEIVED	FINANCIAL INSTITUTION REPRESENTATIVE	PRINT NAME

A REVOCATION OF AUTHORIZATION means that the written agreement with the originating company, which was signed or similarly authenticated to allow payments processed through the ACH network to be deposited in or withdrawn from an account at a financial institution, has been cancelled. The account holder must revoke authorization directly with the originating company prior to the return of the debit.

ACH Operations Staff: Use code R07 to return a debit where authorization was revoked. R07 cannot be used for TEL, POP, or *single-entry* WEB entries.

AN UNAUTHORIZED DEBIT means an electronic funds transfer was never properly authorized by the account holder. An ACH debit in an amount greater than that authorized by the account holder, or that occurs on an earlier date than that authorized, is also considered unauthorized. An unauthorized debit does not include an electronic funds transfer initiated with fraudulent intent by the account holder or any person acting in concert with the account holder.

ACH Operations Staff: Use code R10 to return an unauthorized consumer debit. If the unauthorized debit was originated to the consumer account using a corporate standard entry class code (CCD, CTX, or CBR), use code R05.

AN IMPROPER DEBIT means an RCK, ARC, BOC, or POP entry where the item to which the entry relates is ineligible, or other criteria related to notice, amount, or authenticity of signature as described to the left are not met. An RCK, ARC, BOC, or POP entry is also considered improper if both the electronic and paper items have been presented for payment. Account holders may also formally opt out of check conversion activity (ARC and BOC).

ACH Operations Staff: Use R10 for improper ARC, BOC, or POP entries, and R51 for improper RCK entries. If the source document (paper item) has been presented for payment, use R37 for ARC, BOC, or POP entries, and R53 for RCK entries. (Although outside the scope of this document, please note that if a stop payment was placed on the source document, use R38 to return an ARC or BOC entry, and R52 for an RCK entry.)