Intercept EFT®
accomplishmore. stressless.

New Client
Customer Information Form

Processors: ***Please submit contract 24-48 hours prior to sending any transactions to allow time for set up.*** Set ups are completed during normal business hours 8am-5pm CST Monday-Friday. Contracts are not entered on non-processing holidays.

Processor Company Name Perfect Time Payroll Services, LLC **PIN** **DQM**

CLIENT COMPANY INFORMATION – ***ALL information below is REQUIRED***

Company Legal Name _____

Company dba name _____

Company Ownership (Full names of all company owners/officers/members are required)

_____ _____

_____ _____

Tax Identification Number* _____ **Years in Business** _____

***Federal Tax ID # verification is required**. Acceptable verification options include: any official document from a trusted third party listing company name along with tax ID (i.e. any IRS Form letter including SS-4 or 147-C, tax return signed by entity & preparer, printout from EFTPS showing full tax ID, etc)*

Company Contact Person _____ **Company Phone #** _____

Contact Email Address _____

Address _____
(Physical/street address only; PO Boxes not accepted)

City _____ **State** _____ **Zip** _____

Nature of the Business _____
(i.e., What type of products/services does the company provide to its customers? Please be as specific as possible.)

Is the company engaged in any marijuana-related activity? ☐ Y ☐ N

Bank Information *(Must be a Corporate Account)*

Routing Number _____ Account Number _____

Direct Deposit Processing Window *(not applicable for billing, tax or vendor payments)*

☐ 3 Day Processing Window *(24 hour)* ☐ 5 Day Processing Window *(72 hour)*

☐ 4 Day Processing Window *(48 hour)* ☐ Wire ☐ Wire Drawdown

Seasonal: _____ *(you must select a processing window above)*

Type of Transactions to be submitted and frequency of these transactions:

☐	Payroll Direct Deposit	☐ Daily ☐ Weekly ☐ Bi weekly ☐ Semi monthly ☐ Monthly ☐ Quarterly ☐ Periodically
☐	Billing (fees)	☐ Daily ☐ Weekly ☐ Bi weekly ☐ Semi monthly ☐ Monthly ☐ Quarterly ☐ Periodically
☐	Tax Impound	☐ Daily ☐ Weekly ☐ Bi weekly ☐ Semi monthly ☐ Monthly ☐ Quarterly ☐ Periodically
☐	Tax Payment	☐ Daily ☐ Weekly ☐ Bi weekly ☐ Semi monthly ☐ Monthly ☐ Quarterly ☐ Periodically
☐	Vendor Payment	☐ Daily ☐ Weekly ☐ Bi weekly ☐ Semi monthly ☐ Monthly ☐ Quarterly ☐ Periodically
☐	Net Pay Impound	☐ Daily ☐ Weekly ☐ Bi weekly ☐ Semi monthly ☐ Monthly ☐ Quarterly ☐ Periodically