



**H&R BLOCK**  
bank



Please do not write or staple above this area. This area is reserved for bar code and processing.

Clarify case #

### Automatic Loan Payment Authorization

Authorizes H&R Block Bank to make payment on a loan held at the Bank from a deposit account held at the Bank or an external financial institution.

**Mail or FAX completed form to:**

H&R Block Bank                      FAX: 816-572-6160  
P.O. Box 10364  
Kansas City, MO 64171-0364

Account Owner Information		
First Name	Middle Initial	Last Name
Social Security Number:	Home Phone:	Cell:
Transfer Amount and Frequency		
<input type="checkbox"/> Initiate Payment(s) <input type="checkbox"/> Change Scheduled Payment(s) <input type="checkbox"/> Cancel Scheduled Payment(s)		
Payment Amount: \$ _____		
Frequency: <input type="checkbox"/> One time (to be processed when received by the Bank) <input type="checkbox"/> One time on _____ date (if received after the date, request will be processed when received) <input type="checkbox"/> Monthly on ____ day of the month, beginning in _____ (start month)		
Transfer From		Transfer To
<input type="checkbox"/> H&R Block <input type="checkbox"/> Other _____		H&R Block Bank
Address, Phone & Routing Number <i>(Not necessary if From H&amp;R Block Bank)</i>		PO Box 10364 Kansas City, MO 64171
<input type="checkbox"/> Checking <input type="checkbox"/> Money Market <input type="checkbox"/> Savings		<input type="checkbox"/> Home Equity <input type="checkbox"/> Mortgage <input type="checkbox"/> Other Consumer Loan
Account Number:		Loan Number:
Signatures		
<p>I/We authorize the H&amp;R Block Bank to initiate/change/cancel transfer of funds to complete this request. I/We understand that this authorization replaces prior authorizations and will remain in full force and effect until H&amp;R Block Bank receives written notification to change or terminate such authorization and has reasonable opportunity to act on it.</p>		
_____	_____	_____
Account Owner Signature	Date	Joint Account Owner Signature      Date



**Purpose**

This form can be used to initiate a one-time or re-occurring transfer from a deposit account held at the H&R Block Bank or an external financial institution for the purpose of making payment on a loan held at the H&R Block Bank. The same form can be used to establish a new transfer, change an existing transfer or cancel future transfers.

**Instructions**

- Complete the form with the information requested.
  - In the “transfer amount and frequency” section:
    - Indicate whether you are initiating a new payment, changing an existing scheduled payment or canceling future scheduled payments. Please submit any change or cancellation requests at least five business days before the scheduled transfer you wish to change or cancel.
    - If specifying a future date for a one-time payment, submit your request at least five business days before the requested transfer date.
    - Repeating payments are scheduled to occur monthly on the specified day of the month, starting in the month designated.
  - Use the “Transfer From” and “Transfer To” columns to indicate which account to pull the funds from and the loan to receive payment. For accounts held at the H&R Block Bank, there is no need to provide the address, phone and routing number (this information is only necessary for accounts held outside the H&R Block Bank). **If transferring from an external checking/money market account, please attach a voided check.**
  
- Mail or FAX the completed form to :

H&R Block Bank  
PO Box 10364  
Kansas City, MO 64171-0364

FAX: 816-572-6160
  
- Please note that:
  - We may need to contact you in order to process certain types of requests.
  - Providing erroneous account information may result in the cancellation of this request.
  - Insufficient funds may result in service fees and cancellation of this request.