

APPENDIX 5
ELECTRONIC FUNDS TRANSFER (EFT)

All vendors with City Contracts over \$25,000 per year, or human service providers, are required to enroll in the Vendor Payment Direct Deposit program. Electronic payment is faster and more secure than paper checks. All vendors are encouraged to enroll in the program. To enroll in EFT, please complete the application per the instructions by logging onto the Department Of Finance (DOF) website at the following address:

https://www.nyc.gov/html/dof/html/services/services_vendors_eft.shtml

Every enrollment must be accompanied by a copy of a voided check, encoded deposit slip or a letter from your bank verifying that your bank account information is valid. Please mail the enrollment forms and documents to EFT, NYC Department of Finance, 66 John Street, 12th floor, NY, NY 10038.

If you have any questions, please contact Howard Gross, EFT Manager by phone (212) 487-2592 or by email (grossh@finance.nyc.gov).