

## Electronic Fund Transfer

In order to make the processing of batch files more convenient, the Office of Motor Vehicles offer “electronic fund transfer” as an option for the manner in which work is processed. To exercise this option a company will be required to adhere to the following:

- Complete the attached “Authorization Agreement for Preauthorized Payments” in its entirety and submit it to:
  - Department of Public Safety and Corrections  
Attn: Office of Management & Finance  
Post Office Box 66909  
Baton Rouge, LA 70896An account in the company’s name, subtitled “Motor Vehicle Account” may be Utilized.
- Locate a banking facility that has the ability to utilize an “Automated Clearing House”
- Submit a voided check

After the Department of Public Safety and Corrections had verified the accounts and determined them to be in good standing, the company will be approved for participation in this program.