

MaxYield Cooperative ACH Payment Form Instructions

MaxYield Cooperative has available for clients and vendors the use of Automated Clearing House (ACH) payments. MaxYield has created one form for all ACH payment options available. A client/vendor of MaxYield has four different options to choose from when completing the ACH form. Below is the detail of each payment option. When completing this form, please provide MaxYield your email address. Having your email address will allow MaxYield to send you an email notification on some ACH payment options.

1) Payment of client balance due to MYC (A/R Payment)

This ACH payment option is for clients who want MaxYield to initiate the payment from their bank account. This payment will be for the balance due on your regular account and/or budget amount on your Even Pay (EP) terms code. Your balance due will be processed after the 20th of each month.

2) Invoice payment(s) due to Vendor of MYC (A/P Payment)

This ACH payment option is for vendors of MaxYield that want payment for their invoices via ACH. When invoices are paid, and the vendor provides us their email address, the vendor receives an email notification. The notification email will state the invoice(s) paid and the total amount paid via ACH. If MaxYield does not have a current W-9, please provide one with the ACH form.

3) Grain Settlement ACH Payment

This payment option is for grain clients that want payment of your grain settlements via ACH. ACH payments are not available if there is a lienholder on the account. If you provide us an email address, you will receive notification of the settlement and the amount to be paid. The email notification will not include a copy of the settlement. The team member of MaxYield who completed the grain settlement will either mail or email a copy of the settlement.

4) Grain Defer Contract ACH Payment

This payment option is for grain clients who wish to have their defer payment contract(s) paid via ACH. If the client has a lienholder, this ACH payment is not available. If you provides us an email address, you will receive a notification of the payment when the deferred contract is paid.

Note – The Grain Defer Settlement ACH payment option is new. If a current Grain Settlement ACH client would like this option, please contact Doug Miller & Cory Thilges. If notified by 6/30/17 the current Grain Settlement ACH client will not need to complete a new form.

MaxYield Cooperative has individuals or entities, which are both a client and a vendor for MaxYield. They may use one ACH form for both a client and a vendor of MYC.

The ACH form is available on our website at www.maxyieldcoop.com/contact. ACH forms can be submitted by mail, email, or return to any MYC location. Mailing address and email address information is located on the bottom of the ACH form.

If the client/vendor has any changes on their ACH information, such as change of bank account or change in ACH payment options, a new form must be completed and returned to Cory Thilges or Doug Miller. It is the responsibility of the client/vendor to notify MaxYield of any bank information changes. **If ACH transaction is returned to MaxYield due to NSF or bank account closed, there will be a \$30 fee charged to client/vendor.**

If you have any questions about these payment options, please contact Cory Thilges or Doug Miller, at 515-200-5115/800-383-0003 or cthilges@maxyieldcoop.com / dmiller@maxyieldcoop.com.



ACH (CREDIT / DEBIT) AUTHORIZATION FORM

The MaxYield Cooperative Client/Vendor named below, hereby authorizes and therefore empowers MaxYield Cooperative, its employees and/or assigns (MaxYield) to initiate entries to identified checking/savings account at the financial institution listed below, and, if necessary, initiate adjustments for any transactions credited/debited in error. This authority will remain in effect until MaxYield is notified by Client/Vendor, in writing, to cancel it in such time as to afford MaxYield and the financial institution a reasonable opportunity to act. Client/Vendor is responsible to notify MaxYield of any bank information changes. If ACH transaction is returned to MaxYield due to NSF or bank account closed, there will be a \$30 fee charged to client/vendor.

The Bank account Holder and/or MaxYield Client/Vendor acknowledges, that in an event of any error or delay relating to the use of the ACH/EFT, MaxYield shall have no liability, of any kind, regardless of circumstances, for such injury and/or damage, and the Bank account Holder and/or MaxYield Client/Vendor shall indemnify, and hold harmless, MaxYield from any and all claims, demands, causes of action, losses, costs, expenses, and damages, including interest, penalties and attorney fees, that may incur as a result thereof.

In the event MaxYield has received notification from a Lien Holder, ACH/EFT is unavailable.

Please check which option(s) this ACH payment form qualifies for:

- | | |
|---|---|
| <input type="checkbox"/> Payment of client balance due to MYC (A/R Pymt) | <input type="checkbox"/> Grain Settlement ACH Payment |
| <input type="checkbox"/> Invoice payment(s) due to Vendor of MYC (A/P Pymt) | <input type="checkbox"/> Grain Defer Contract ACH Payment |

(Name of Financial Institution)

(Address of Financial Institution – Branch, City, State, Zip)

(Bank Phone Number)

(MaxYield Client/Vendor Name – PLEASE PRINT)

(MaxYield Client/Vendor #)

(Client/Vendor mailing Address – PLEASE PRINT)

(Home Phone #)

(Client/Vendor Email Address)

(Bank Account Holder or Authorized Signature)

(Date)

Please attach a voided **CHECK** and return ACH form to any MYC location, mail, or scan and email to:

MaxYield Cooperative
 Attn: Doug Miller or Cory Thilges
 P.O. Box 49
 West Bend, Iowa 50597
 (800) 383-0003

dmiller@maxyieldcoop.com or
cthilges@maxyieldcoop.com

ATTACH VOIDED CHECK HERE