



State of Nevada
 Department of Employment, Training & Rehabilitation
 Employment Security Division
 Nevada Unemployment Insurance
 500 E. Third Street, Carson City, NV 89713-0030

ACH Debit Authorization Request Electronic Payment System (EPS) For UI Taxes

New Request
 Change Bank Acct/Routing #
 Change Threshold Amount
 Change Contact Info

INSTRUCTIONS: Please mail this request to the address above, or fax to (775) 684-6351. For verification purposes include a voided check, or a bank specification sheet from the account to be debited. The department must verify the account number and routing transit numbers before granting authorization. For security purposes you must also specify a "threshold" amount that each payment cannot exceed. The threshold amount should be greater than the highest single payment you anticipate making.

Account to be Debited From: Checking Or Savings

_____ Bank Account Number	_____ Routing Number of Banking Institution
For security purposes, taxpayer will <u>not</u> authorize any transfer amount over \$ _____. Any attempt to transfer funds over this threshold amount will not be accepted.	

Nevada Unemployment Insurance Account to be Credited:

Employer Account Number _____	DBA _____

FEIN # _____
 Multiple Accounts? Yes No
 Agent? Yes No

Contact Person _____ Title _____

Company Name _____

Mailing Address _____

Telephone # (_____) _____ Ext. _____ Email Address _____

Authorization is hereby given to the Nevada Department of Employment, Training & Rehabilitation to initiate ACH debit entries into the bank account referenced above and credit the Nevada Unemployment Insurance Account named above. These debits pertain only to Electronic Fund Transfer payments that the taxpayer has initiated for payment to the Employment Security Division for Unemployment Insurance. I understand that I must request in writing any changes or termination to my EPS account. All requests must be directed to the address above. Transactions completed on state holidays, weekends, or after 5 p.m. Pacific Time will not be processed until the next regular business day. Debits not honored by the taxpayer's banking institution are subject to a \$25 fee. Please direct any questions to the EPS Customer Service Desk at (775) 684-6345. Information is also available at <https://uitax.nvdetr.org>.

Authorized Signature	Title	Date
(Legal signatures include: sole proprietor-owner, corporate officer, and managing member.)		
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