



Potter County Auditor
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Vendor ACH Enrollment Form

Potter County, Texas now offers the option of receiving payments via Electronic Funds Transfer (EFT) to our vendors. Payments will be electronically deposited into your company's designated bank account through ACH (Automated Clearing House). ACH payment remittance advice will be delivered via email, typically on the Wednesday prior to our Commissioners' Court meetings, which fall on the 2nd and 4th Monday of each month. The remittance advice will come from gems@mypottercounty.com.

Signing up for Vendor ACH payments provides several benefits for our vendors:

Quicker Payments

- ACH payments are a faster method of payment.
- ACH payments can be credited to your account in less than two business days. Payments made by check can take 7-10 days to be received through the postal service.
- Banks do not hold ACH payments unlike the checks you deposit. Your funds are available as soon as the ACH payment is credited to your account.

Less Hassle

- ACH payments eliminate the need for paper checks.
- Your ACH payment cannot be lost in the mail or delayed due to a forwarded address.
- You will receive a remittance advice for each ACH payment via email.
- Save time by not traveling to the bank or waiting in line to deposit your check.

If you have any questions about our Vendor ACH payments program, please feel free to contact the Auditor's office at 806-349-4800.

