



ACH Draft

ACH AUTOMATIC BANK DRAFT FORM

With ACH your premium is automatically drafted for your bank account. Please complete this form and return with a **VOIDED CHECK** by mail, fax or email. Originals are not necessary. If you have any questions about the ACH process, please contact the Billing Department at (225)389-5822.

Email: billing@lubawc.com

Fax: (225) 216-4201

Mail: 2351 Energy Drive, Suite 2000, Baton Rouge, LA 70808

Please confirm if you have one of the following plans. If not, please contact our Billing Department.

- Online Self-Reporting** – Please allow 5-10 business days for login information to be sent to you. Premium will be drafted the next business day after the report is submitted.
- Estimated Installments** – Premium is drafted on the due date indicated by the estimated or revised billing. If you do not have copy of the estimated or revised billing, you can contact our Billing Department.

FEIN # _____ Company Name _____

Contact Person _____

Email (required) _____ Office Phone # _____

Bank Name _____

Routing Number

Account Number

I am signing up for **ACH**, an automatic draft service. I agree **LUBA Workers' Comp** may automatically debit my bank account for the amount submitted online or the amount listed on my estimated premium. I also understand, in order to cancel a payment or draft, I will need to contact my financial institution and notify **LUBA Workers' Comp**. I agree that **LUBA Workers' Comp** or my financial institution can cancel automatic payments for my account for any reason, at any time, with or without prior notice to me. I understand that a return fee of \$30.00 will be charged on all returned items. I acknowledge that the origination of these debits to my account must comply with U.S. laws. I agree that this agreement remains in effect until cancelled by **LUBA Workers' Comp**, my financial institution, or me. I have a copy of this agreement and I know I can also contact **LUBA Workers' Comp** for a copy.

(1) Signature

Please Print Name

Date

(2) Signature

Please Print Name

Date