

Electronic Funds Transfer Authorization Form

Use this form to set up an Electronic Funds Transfer (EFT) link between your domestic bank and your Folio Institutional account only in instances where the Folio account registration is not an exact match with the bank account registration. For example, use this form to establish an EFT link between an individual account at your bank and a Folio Institutional joint account. In all other cases, set up the EFT link online.

Instructions

1. Complete this form for each EFT link to be established, where the link cannot be set up online.
 - Submit an original, preprinted voided check for the account to be linked.
2. For saving accounts, attach an original, preprinted deposit slip.
3. Send us the completed and signed form:

Scan and Email

support@folioinstitutional.com

Fax

703-649-6288

U.S. Mail

Folio Institutional
8180 Greensboro Drive, 8th Floor
McLean, VA 22102

Please Note

- We cannot process an EFT request unless a voided check or deposit slip (for savings accounts only) is also submitted with the completed form.
- This form is only for setting up a new EFT link. If you wish to schedule a transfer using an existing EFT link, or the link that you are setting up here, do so by logging into Folio Institutional.

If you need assistance, call us at **1-888-485-3456**.

PART 1: Folio Institutional Account Information

Account Number		
Account Type		
Name	Account Owner/Trustee/Custodian	Additional Account Owner/Trustee/Custodian
Registration (Corporate and Trust accounts only)		

PART 2: Bank/Investment Account Information

Type of Account	Check one Checking/Money Market Savings	
Account Owner		
Name of Financial Institution		
Bank Routing/Account Numbers	Routing Number	Account Number

* Allow 2 days to activate a new bank link. After a bank link has been activated, one-time and recurring transfers take 2-3 business days to process. See the [Funds Availability Policy](#) on our website for information about when cash will be available for investing and withdrawal.

PART 3: Authorization

By signing below, I (we) acknowledge having read and agreed to the terms and condition.

I authorize Folio Institutional to electronically transfer funds to and from my Folio Institutional account to the bank or financial institution to which I request an EFT link be established.

I agree to indemnify and hold harmless Folio Institutional and its service providers for any loss, liability or expense incurred from acting on these instructions. This authorization may be terminated by me at any time by deleting the EFT link through Folio Institutional's website.

Account Owner/ Custodian/Trustee Name	X	Date (mm/dd/yyyy) / /
Co-Account Owner/ Custodian/Trustee Name	X	Date (mm/dd/yyyy) / /

All account owners and co-owners must sign this document to authorize an electronic funds transfer.

PART 4: Attach Voided Check*

Name Must be Printed and Unaltered

John Smith 123 Your Street Your City, State, Zip Code	0100
_____	_____ Date
Pay to the Order of: _____	\$ <input type="text"/>
_____	_____ Dollars
<div style="border: 2px solid black; padding: 20px; width: fit-content; margin: 0 auto;">Affix your check here</div>	
For _____	Signature _____
: 123456789 : 0000123456789" . 0100	

Routing Number

Account Number

* For savings accounts, attach a letter on bank letterhead stating the account owners' name(s), savings routing number, account number, and authorized bank representative signature.