



Housing Authority of the County of Monterey  
123 Rico St. Salinas, CA 93907  
Office (831) 775-5000 • Fax (831) 424-2970 • TTD (831) 754-2951

**Landlord Authorization Agreement  
for Housing Assistance Payment Direct Deposit**

**To set-up Direct Deposit, you must:**

- 1) Have an existing bank account.
- 2) Verify with your bank if they accept direct deposit.
- 3) Verify with your bank its routing number and your account number.
- 4) Notify your bank that you are setting up a direct deposit through the Housing Authority of the County of Monterey. Determine if your bank has any special requirements.
- 5) Attach a voided check.

**Make Your Selection Below and Complete Items As Needed:**

Savings Account

Checking Account

Name(s) on Account: \_\_\_\_\_

Bank Routing or ABA #: \_\_\_\_\_

Bank Account #: \_\_\_\_\_

I am hereby requesting that the payments I receive from the Housing Authority of the County of Monterey in accordance with the Housing Assistance Payments (HAP) contract be made by direct deposit:

For all rental units under my tax identification number: # \_\_\_\_\_

OR

This rental unit only: Address: \_\_\_\_\_

**Authorization Given By:**

Landlord Name: \_\_\_\_\_ Vendor # \_\_\_\_\_

Landlord Signature: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Landlord Phone Number: \_\_\_\_\_

(Required for payment notification)

**Office Use Only:**

Entered: \_\_\_\_\_