



May 2020

To Whom it May Concern:

We are migrating all vendor payments to Electronic Funds Transfers (EFT). This will eliminate lost checks and ensure you receive your payment in a timely manner.

Please complete the form below and return via email to AP@VITALWorkLife.com or by fax to 320.240.1501.

Vendor Name:	
Email address for Remit Advice:	
Bank Name:	
Bank Address:	
Bank Routing Number (9 digits):	
Bank Account Number:	
Checking or Savings Account?	
Vendor Signature:	
Date:	

If you have any questions please email AP@VITALWorkLife.com. Thank you.