

OFFICE OF THE CHAPTER 13 STANDING TRUSTEE - DETROIT

TAMMY L. TERRY

20750 Civic Center Drive, Suite 290, Southfield, MI 48207
Ph 313-967-9857

Tammy L. Terry, Trustee
Kimberly J. Shorter-Siebert, Staff Attorney
Marilyn R. Somers- Kantzer, Staff Attorney

Patricia S. Waller, Operations Manager
Carl W. Brooks, Information Technology Manager

ATTENTION DEBTOR ATTORNEYS!!

GET YOUR MONEY FASTER AND SAFER WITH ELECTRONIC FUNDS TRANSFER (EFT/ACH)!!

What is EFT?

Electronic Funds Transfer (EFT) is a secure form of payment from our bank to yours. Your funds are directly deposited to your financial institution!



What are the advantages?

- No cost to you
- No delay or missed deliveries by the post office
- You can get your voucher information imported into your accounting software from the National Data Center (www.ndc.org) or the 13Network (www.13network.com), or we can email it to you
- Privacy: Your voucher information can be restricted so that others in your office cannot view it

How do I sign up?

- Download a copy of the EFT Enrollment Form AND associated enrollment forms which are also posted on our website www.det13.net.
- Select: **Attorneys (top of the screen); click on blue box "Electronic Funds Transfer..."**, click on the links EFT authorization form, EFT name ID form, how to locate name ID, name the combine and name the documents 2699999_3717_EFT_Signedbundle_For_TammyLterry.pdf
- Follow instructions: We **must** have a letter from your financial institution.
- We must have a copy of a business check with your office address.
- Your enrollment will be rejected without these documents!
- Download a copy of the **13Network Agreement** and send it in if you want a private account to view voucher information. . **Select: Attorneys (top of the screen); click on blue box, "Electronic Funds Transfer..."**, **click on the link "13Network Agreement", complete and submit the form.**
- Send ALL the completed forms to our office via **Bkdocs.us**
- We will contact you when your account has been set up.

Can I withdraw from the EFT program?

- Yes, this is a completely voluntary program

For more information, please contact our office via email at: itsystems@det13.net or by phone at (313) 967-9857 to speak with Patricia Waller or Carl Brooks.