



New Signature Setup Form

Please complete all sections return via:

Fax: 1-866-236-7045 or Email: forms@strongroomsolutions.com

SECTION 1. Company/Business Unit/Association/Property Information

Client Name	
Company/Business Unit/Association/Property Name:	
Bank Account ending in (last 4 digits):	
Is this a dual signature account?	
Name of signer(s)	

SECTION 2. Account Signature

The account signature is used as a digital signature on all checks written by Payables Lockbox. The signer must be a signer on the bank account with the bank. By signing this form, the signer is acknowledging that their approvals through the Payables Lockbox system will serve as authorization for payments being submitted containing their signature for the bank account for the business unit above. ***There are no more than TWO signers allowed for each company and/or business unit.*** Please do not submit more than TWO signatures.

Please sign **COMPLETELY** within the box below with BLUE or BLACK ink. If this is a **DUAL SIGNATURE** account, please include **BOTH** signatures completely within this box.

Section 3. Support

Support / Questions with completing this form	<p>Customer Support</p> <p>Email: support@strongroomsolutions.com</p> <p>Phone: 1-877-280-PBLB (7252)</p>
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