

# ACH Pooling Information Sheet

FAX ALL COMPLETED FORMS TO: 850-337-9469 OR FOR ASSISTANCE, CALL US AT 877-454-3835 x9480

This document is for multiple locations and/or franchise locations to sign up for our ACH pooling program that will allow for funds to be moved between locations based on where the card is issued, value added, or redeemed.

- ACH pooling functionality is crucial for organizations to enable a gift card program to have funds moved appropriately between locations. GETI handles this process for the locations.
- The ACH process takes place between locations into the corporate account every night and allows the corporate account to serve as the central payment account. Funds are sent to the corporate location and then sent to the locations for tracking purposes.

## SCHEDULE OF CHARGES/FEES

**\$5.00 Monthly Service Fee**

**\$.25 ACH Pooling Fee**

*Miscellaneous fees below will be charged in the event we are unable to debit or deposit funds.*

**\$25.00 NSF Fee**

Advance notice to the merchant's bank is recommended to avoid "Unauthorized ACH Transaction" returns. Merchant should advise their bank that GETI will be electronically debiting and crediting merchant's account using the following company codes: 9000001000 and 9000+6 digit terminal number

NOTE: It is required that all locations sign and fax this document back with standard gift card application and voided business check. The information will be used to deposit and withdrawal funds according to the schedule of fees above. All fees listed on the gift card application are separate per the contract.

\*\*The fees above do not include any fees that the merchant's corporate bank may charge to accept ACH batch transactions. It is the merchant's responsibility to verify this information directly with their bank.

# ACH Corporate Pooling Process Flow

Customer

