



DE IV Operating, LLC is pleased to offer direct deposit of payments for revenue and/or royalties.

- Payment will be deposited automatically into your checking account listed below.
- **This authorization is for deposits only.** Under no circumstances will we make withdrawals from your account.
- Direct deposit will be conducted through the Automated Clearing House (ACH) Payment System utilized by the U.S. Treasury for social security and other electronic payments.
- Your check detail will be emailed to you.

**Enrollment for DIRECT DEPOSIT** is shown below. **Return this entire page by email or mail.** Please contact us if you have any questions. Please allow a minimum of 30 days for your enrollment to be processed.

Address: DE IV Operating, LLC                      E-MAIL: revenue@depermian.com  
Attn: Revenue Department  
3724 Hulen Street  
Fort Worth, TX 76107

## DIRECT DEPOSIT ENROLLMENT

I authorize DE IV Operating, LLC to send my money via Electronic Funds Transfer (Direct Deposit via ACH).

Operator/Owner Name: \* \_\_\_\_\_

Social Security or TIN: \* \_\_\_\_\_

Owner #: \* \_\_\_\_\_

Remit to Address: \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_

Bank Name: \_\_\_\_\_

ABA/Routing #: \* \_\_\_\_\_

Account #: \* CHECK ONE: \_\_\_\_\_

Checking Account \*Please include voided check copy AND/OR your institution's Direct Deposit form

Savings Account \*Please include your institution's Direct Deposit form

Owner/Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* See reverse side of this letter for further reference information on this data



## SAMPLE CHECK

A sample check form with various fields. At the top left, there are fields for 'Your Name' and 'Your Address'. At the top right, the number '1001' is printed. Below these is a 'DATE' field. The main body of the check has 'PAY TO THE ORDER OF' followed by a line for the payee name, a '\$' symbol, a box for the amount, and 'DOLLARS' below it. Below that is 'Your Bank Name' and a 'MEMO' field. At the bottom, there is a MICR line with the numbers '123456789 0000987654321 1001'. Blue brackets and labels are placed below the MICR line: '9 Digit Routing Number' under '123456789', 'Your Account Number' under '0000987654321', and 'Check Number' under '1001'.

Your Name  
Your Address  
1001  
DATE \_\_\_\_\_  
PAY TO THE ORDER OF \_\_\_\_\_ \$ \_\_\_\_\_  
DOLLARS  
Your Bank Name  
MEMO \_\_\_\_\_  
⑆ 123456789 ⑆ 0000987654321 ⑆ 1001  
9 Digit Routing Number      Your Account Number      Check Number

**IMPORTANT:** Temporary Checks/Deposit Slips ARE NOT ACCECPTABLE. Address must match our records and appear on Voided Check.

### General Instructions:

Operator/Owner Name: Name on the DE IV Operating Account- Individual Name, Company Name, Trustee, etc.

Social Security or Tax ID: This **MUST** be the same number from your DE IV Operating Owner Records file to process your direct deposit request.

Owner #: The four-digit or five-digit number is found on the left-hand corner of your check stub.

Remit to address: The Owner Name/Name on Account **AND** address must be pre-printed on your voided check or your financial institution's Deposit Authorization letter for verification & security purposes. If **ONLY** your name appears then you **MUST** provide either:

\*The first page of your bank statement or bill that verifies your current address, OR

\*An OWNER CHANGE OF ADDRESS FORM if you have moved and no longer reside at the address on file

Phone Number: Please provide the best phone number to reach you, you may provide multiple.

Email Address: Your revenue/royalty details will be sent here, you may provide multiple.

Bank Name: Write the name of your bank, credit union or other banking entity.

ABA/Routing #: This is a 9 digit number unique to your financial institution (see above)

Account #: Must not exceed 17 digits and must be all numerical

The following **MUST** be provided so that we may efficiently process your request:

\*A CURRENT, pre-printed, voided check copy for your account,  
OR

\*Your financial institution's Direct Deposit Authorization form

**Please note that DE IV Operating will always call to verbally confirm your ACH instructions and banking information.**