

Art Hollingsworth Insurance Services

Check-by-fax form

PLEASE PLACE YOUR CHECK HERE
AGENCY TRUST CHECKS ONLY

Check-by-fax is a simple process that will facilitate and expedite payments of both deposits and premium payments, as well as allow the user to avoid the uncertainties associated with postal delivery and eliminate the cost of overnight courier services.

The signer of the check completes the basic information below, signs to authorize Art Hollingsworth Insurance Services to duplicate the check, photocopies of the check in the space provided at the top of this form and faxes the document to Art Hollingsworth Insurance Services at (707) 584-5828. The check ***MUST*** be made payable to Art Hollingsworth Insurance Services.

For same day posting, the fax copy must be received by 3:00 pm. Facsimiles received after 3:00 pm will be posted the following business day. **DO NOT MAIL THE ORIGINAL CHECK.**

I AUTHORIZE Art Hollingsworth Insurance Services to accept the check above and create a bank draft/check with the information. Note: The faxing of this form constitutes your authorization to negotiate the facsimile check.

THE SIGNATURE ON THE CHECK MUST MATCH THE SIGNATURE ON THE FORM.

Checking Account #: _____

Check #: _____

Name and Contact Phone #: _____

Policy#/Binder#/Quote#: _____

Name of Insured: _____

Signature: _____