

Cargill Incorporated is pleased to offer electronic ACH/EFT (Automated Clearing House) payments to you, our suppliers. ACH payments provide an alternative to paper checks, affording you the following advantages:

- Better cash management forecasting - accelerated funds availability – certainty of delivery
- Establishment of excellent payment and credit records
- Reduced operating costs through the elimination of paper check handling, check depositing and reduction of
- Eliminating the possibility of stolen checks; stop payment charges and check reissue costs
- Reduction of bank service charges and check fraud
- Being part of “Going Green” by reducing paper

Enrolling means payment will deposit into your bank account the day due, eliminating use of paper checks and mail delays. Remittance detail notifying you of an upcoming payment can be provided via fax or email, one day prior to payment, if you select this option.

## FAQ's

**How do I get started?** Complete and sign the Cargill US ACH/EFT Enroll/Change Form. Below reflects where you find the bank routing/bank account numbers that need to be included.

The diagram shows a check from AVERAGE COMPANY LTD. with the following fields and labels:

- Pay to the order of \_\_\_\_\_ \$ \_\_\_\_\_
- VOID \_\_\_\_\_ DOLLARS
- Centre Bank  
22 King St.  
Toronto, Ontario M5k1A2
- 4088911 | 10202 | 0004 | 0694|0234567

Labels below the routing number:

- 4088911: Check serial number
- 10202: 5-digit branch transit number
- 0004: 4-digit institution ID number
- 0694|0234567: Account number

**What is the process of enrolling in ACH/EFT?** Once we receive your completed form, we will contact your company to verify the information provided is accurate. This also provides us an opportunity to fill in any missing information. Once verification is completed and approved, the form is sent to the team that builds the ACH/EFT set up.

**How long does the ACH/EFT enrollment process take?** After verification, it could take up to 14 days for the ACH to become effective. During this time the programming is built and tested.

**What needs to happen if we change account numbers or financial institutions?** If you want to change your ACH/EFT electronic authorization, please complete another Cargill US ACH Enroll/Change Form and submit it. The process is the same as described above.

**Our company has a standard letter that outlines our banking information to be used for ACH/EFT. Can you accept this letter instead of completing an enrollment form?** We can certainly use the letter in lieu of completing our form. However we require you to sign, date and provide the effective date of new bank activity on the Cargill ACH/EFT Enroll/Change Form. Without your signature, we are not authorized to set up ACH/EFT for your company. If you want Remittance Detail we would need you to select your format option and provide the required information to enact this for you.



## Electronic (EFT) Payment Enrollment/Change Authorization Form

This is to notify Cargill, Incorporated and/or one or more of its subsidiaries and affiliates (herein collectively called CARGILL) of enrollment or change in EFT/ACH banking instructions for the Company (name stated below) herein referred to as Company. CARGILL desires the flexibility to make payments for such goods and/or services by electronic funds transfers through the Automated Clearing House (ACH) system, and Company agrees to grant such flexibility. Therefore Company (1) authorizes CARGILL to make payment for goods and services by ACH, (2) certifies that it has selected the following depository institution, and (3) directs that all such electronic funds transfers be made via the ACH CTX transaction format. In the event of any duplicate payment, overpayment, fraudulent payment or payment made in error, the receiving party will immediately return such payment upon confirming the occurrence of any of the foregoing.

### Entity Information

\_\_\_\_\_  
*Legal Entity Name*

\_\_\_\_\_  
*Doing Business As Name (if different from legal entity name)*

\_\_\_\_\_  
*Tax ID (GST/HST)*

\_\_\_\_\_  
*D&B number*

\_\_\_\_\_  
*Physical Address \*\*\*Clearly label Apartment, Company, Suite, Unit, Building, Floor, PO BOX, In Care Of or Attention if applicable.*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*Region/Province*

\_\_\_\_\_  
*Postal Code*

\_\_\_\_\_  
*Country*

\_\_\_\_\_  
*Remit to Address \*\*\*Clearly label Apartment, Company, Suite, Unit, Building, Floor, PO BOX, In Care Of or Attention if applicable.*

\_\_\_\_\_  
*Remit to City*

\_\_\_\_\_  
*Remit to Region/Province*

\_\_\_\_\_  
*Remit to Postal Code*

\_\_\_\_\_  
*Remit to Country*

### EFT Details

#### Bank Details

\_\_\_\_\_  
*Bank Name*

\_\_\_\_\_  
*Bank Street Address*

\_\_\_\_\_  
*Bank City*

\_\_\_\_\_  
*Bank Region/Province*

\_\_\_\_\_  
*Bank Country*

\_\_\_\_\_  
*Email Address \*\*\*Used to send remittance detail.  
Remittance detail will be sent in Excel format*

#### Account Information

\_\_\_\_\_  
*Financial Institution #*

\_\_\_\_\_  
*New Transit/Branch #*

\_\_\_\_\_  
*Bank Account Number*

\_\_\_\_\_  
*Account Type*

\_\_\_\_\_  
*Currency*

\_\_\_\_\_  
*In the Interim, where should payments be sent?*

*Form Completed By:* \_\_\_\_\_

**SIGNATURE AUTHORIZING ACH ENROLLMENT/CHANGE:** BY TYPING YOUR NAME INTO THE SIGNATURE AUTHORIZING EFT ENROLLMENT/CHANGE FIELD WILL BE CONSIDERED THE ACT OF ELECTRONICALLY SIGNING THIS FORM. THIS ACT AUTHORIZES THE BANKING INFORMATION PROVIDED TO MAKE PAYMENTS FOR GOODS AND SERVICES VIA ELECTRONIC FUNDS TRANSFER TO THE ACCOUNT PROVIDED.

**VERIFICATION:** CARGILL CONDUCTS AN INDEPENDENT VERIFICATION PRIOR TO SETUP. VALIDATION VIA PHONE SHOULD BE EXPECTED

**DISCLAIMER:** ELECTRONIC MAIL SENT THROUGH THE INTERNET CANNOT BE CONSIDERED SECURE AND COULD BE INTERCEPTED BY A THIRD PARTY. USE OF ELECTRONIC MAIL TO PROVIDE INFORMATION IS COMPLETELY VOLUNTARY AND THE SOLE RISK OF THE SENDER. CARGILL MAKES NO WARRANTY OR GUARANTEE THAT YOUR EMAIL TRANSMISSION WILL BE SECURE, UNINTERRUPTED OR ERROR-FREE AND CARGILL DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, REGARDING SUCH ELECTRONIC MAIL USE.