

# Indigent Defense Services

## Private Attorney, Contractor, and Expert Payment Method Verification Form

*IDS requires all contractors to enroll in direct deposit for compensation and encourages all vendors to do the same. Your payments will be deposited into the checking or savings account of your choice. In addition to having the money deposited electronically, you will be notified of the deposit by email.*

**A VOID CHECK MUST BE ATTACHED FOR VERIFICATION OF ACCOUNT.**

**Indicate Action:**                      (   ) Add                      (   ) Change                      (   ) Delete

**Firm Name:**

*Must match TIN listed below.*

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**Individual Name(s):**

*If multiple individuals at firm desire E-pay, please list each.*

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**Tax Identification Number:**

*Contractors must provide EIN.*

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**Bank Name and Location:**

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**Bank Routing Number:**

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**Bank Account Number:**

(   ) Checking   or   (   ) Savings

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**Email Address:**

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*Notification emails will provide you with all the information that would normally be on your check. To ensure receipt of emails, please add the following addresses to your address book and/or allow-list:*

**osc.nc.payment@osc.nc.gov**

**epayments.ncas@osc.nc.gov**

### Authorization for Direct Deposit

Authorized signature:

Date:

Phone:

Title:

**Please complete the form, attach copy of voided check, and mail to:**

Indigent Defense Services  
Attn: Fiscal Services  
PO Box 2448  
Raleigh, NC 27602

**Questions? Call (919) 890-2188**