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**Payment Request Form**Owner Name: DEKALB COUNTY BOARD OF EDUCATIONLIMS Project & Parcel: 2023120261-057Agent Name: ERICA SIMSPayment Amount: \$300

Verified By: \_\_\_\_\_

**Payment Options (Select one – Check or Zelle)** **Check**

Payable To: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State &amp; Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_

 **Zelle Electronic Payment** (Owner must provide ALL information below associated with Zelle account)**\*PLEASE ENSURE YOUR INFORMATION IS LEGIBLE AND ACCURATE.**

Street Address: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_

U.S. Mobile No. associated with Zelle Account: \_\_\_\_\_

E-mail Address associated with Zelle Account: \_\_\_\_\_

By selecting one of the above options, I hereby authorize payment by the chosen method.

- By selecting the first option, I understand that a paper check will be processed and delivered by Federal Express to me at the street address provided within 2-4 weeks.
- By selecting the second option, I understand that a notification message will be sent via e-mail or text message to my e-mail address or U. S. mobile phone number with instructions for completing the electronic payment process from Bank of America to my bank account. This should be processed within 2-4 business days. Further, if my e-mail address or U.S. mobile number is not currently enrolled with the Zelle payment system, I understand that I am responsible for associating the provided notification method with my bank account by following the instructions in the notification message and/or contacting my bank for assistance.
- By selecting **Zelle Electronic Payment** option, I understand that it is my responsibility to provide accurate information, above, for the Zelle payment. **Georgia Power Company is not responsible for reissuing funds that have been inaccurately delivered due to incorrect information provided by the owner.**

Prior to processing payments of \$600.00 or more, I also understand that I must complete an IRS-required Form W-9 to collect information which Southern Company will report according to law.

Owner's Signature:  \_\_\_\_\_ Date: \_\_\_\_\_**FOR ZELLE PAYMENTS, PLEASE CONFIRM THE PHONE NUMBER/EMAIL ADDRESS THAT IS ASSOCIATED TO YOUR ZELLE ACCOUNT:**

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