

**Bank Authorization for Direct Debit for \_\_\_\_\_ (year)**

To authorize a transfer of funds from your account to pay income tax owed as shown on Form M1.

Your first name and initial	Last name	Social Security number
If a joint return, spouse's first name and initial	Last name	Social Security number
Current home address (street, apartment number, route)		
City	State	Zip code

<b>Type of account:</b>	<b>Routing number</b>	<b>Enter the date you want the amount withdrawn from your account:</b>	
<input type="checkbox"/> Checking	<input type="text"/>		<input type="text"/>
<input type="checkbox"/> Savings	<b>Account number</b>		<b>Amount to be withdrawn:</b>
	<input type="text"/>		<input type="text"/>

I authorize the Minnesota Department of Revenue to initiate debit entries to my account as indicated above. This authority will remain in effect until the department has received written or faxed (651-296-8222) notification of its termination at least 30 days prior to the effective date.

Your signature	Spouse's signature (if filing joint)	Date	Daytime phone (    )
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**ERO:** Attach to this form the Minnesota copies of all W-2, 1099-R and any other form that shows Minnesota income tax withheld and keep with your records.

10/02

**Do NOT mail Form BANK to the Department of Revenue unless requested.**

## Form BANK instructions

*The Bank Authorization for Direct Debit (BANK) complies with current ACH rules that require a signature document for automatic withdrawals.*

### If you are the taxpayer

If you are electronically filing your return, you may request to have your taxes due automatically withdrawn (direct payment) from your checking or savings account. Requesting the direct payment option is voluntary and applies only to the electronic return you are filing.

By signing the BANK form, you are authorizing the Department of Revenue to automatically withdraw the taxes due directly from your checking or savings account.

You must sign and date this form. If you are filing a joint return, your spouse must also sign.

Your tax preparer is required to keep a signed BANK form until the end of the calendar year in which your return was electronically filed.

If you are preparing your own return, keep the BANK form with your tax records. Do not mail this form to the Department of Revenue.

### If you are the Electronic Return Originator (ERO)

Currently, the IRS requires you to keep W-2s, 1099s and other documents for three years. You should also keep with these IRS records the signed, original Form BANK, Minnesota copies of all W-2s, 1099-R forms and any other form that shows Minnesota income tax withheld.

If you choose to discard Minnesota records earlier, the minimum length of time you must keep these documents on file is until the end of the calendar year in which the return was filed electronically.

If the Department of Revenue requests copies of Form BANK and/or W-2 or 1099 forms, you must provide the information within five working days.

Do not mail Form BANK unless requested to do so by the Department of Revenue.