

# Web Bill Pay Service Form



## Web Bill Pay Instruction Form

By enrolling in the Web Bill Pay Service, you authorize us to accept your instructions through a personal computer. Merrill will initiate debits to your Merrill account and remit funds on your behalf to merchants and other persons as you instruct. In the event that erroneous payments are made, you authorize us to initiate debit or credit entries to your account to correct such erroneous payments, provided that any such correction is made in accordance with applicable laws, rules and regulations.

By providing us with the names and account information for those merchants and other persons to whom you wish to direct payments, you authorize us to follow the payment instructions we receive from you. The Service is available to receive your instructions via a personal computer with a modern 24 hours a day, seven days a week (except for brief periods for system maintenance). Merrill's business days for clearing bill payment transactions against your account are Monday through Friday, not including holidays.

When we receive a payment instruction, you authorize us to debit your Merrill account and remit funds on your behalf on the business day designated by you. We may choose to remit your payments by mailing your Payee a check, by electronic funds transfer, or by other means. Because of the time it takes to transmit your payment to your Payees, they generally will not receive payment on the Transaction Date.

Your authorization will remain in full force and effect until Merrill has received written notification from you of its termination. Either you or Merrill may terminate your participation in the Service at any time.

## Instructions

- Enter your 8-digit Merrill account number
- Enter the first line of the Account Title (e.g., John and Mary Doe JTWR0S or John Doe IRA, or John Doe C/F John Doe Jr. Minor)
- Read and agree to the Terms and Conditions
- Ensure the form is signed by all authorized parties on the account

## Processing

Please have all authorized parties on the account sign in the appropriate areas, and return to your branch office (your branch office address can be found on your statement).

The Merrill Service Center is available 24 hours a day, seven days a week, to answer any questions you have about our services at **1.800.MERRILL (637.7455)**.

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CMA accounts are securities accounts with Merrill Lynch, Pierce & Smith Incorporated. The accounts provide access to services and products offered by licensed banks, including checking and FDIC-insured deposits that are held at the banks.

<sup>1</sup> There are no costs for downloading the Merrill mobile applications, but you may be charged access fees from your wireless service provider. Please check with your wireless service provider for details on specific fees and charges.

<sup>2</sup> Payments may be made to any payees in the United States whom you would normally pay by check or automated debit, with the exception of state and federal tax payments and court-ordered payments.

<sup>3</sup> If you have made payment instructions in accordance with the Bill Pay Users Agreement and the payment is not received by the payment date, fees incurred will be covered up to \$50.

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943- WEB BILL PAY SERVICE FORM

Account Number \_\_\_\_\_

Account Title \_\_\_\_\_

(e.g. John and Mary Doe JTWR0S)

**Merrill Web Bill Pay Service**

By signing below, I represent, warrant and attest that I am executing this document as an authorized signatory for the account listed on this form. I hereby apply for the Merrill Web Bill Pay Service (the "Service") and I consent and agree to all of the terms and conditions of the Merrill Web Bill Pay Service Agreement (the "Service Agreement"), as amended from time to time according to its terms. I further agree that my enrollment in the Service shall constitute my acknowledgement that I have received and read the Service Agreement and have retained a copy for my records.

I hereby authorize Merrill to post my bill payment transactions to my Merrill account that I have designated for use with the Service. I agree that any instructions transmitted to Merrill through the Service from a personal computer operated by me or any person whom I have authorized to do so, shall constitute authorized transactions for my account. I authorize Payees to disclose to Merrill and its agents information regarding my account(s) with such Payees in order to complete transactions using the Service, including resolving questions regarding such transactions.

The Service Agreement shall supplement, and the Service shall be subject to, all of the terms and conditions of my central asset account agreement with Merrill and such central asset account agreement shall otherwise remain in full force and effect. If at any time I decide to discontinue the Service, I will notify Merrill in writing to cancel the Service.

**Instruction:** All account holders must sign and date.

Signature of Account Holder \_\_\_\_\_

Date \_\_\_\_\_

(All account holders must date and sign)

Signature of Account Holder \_\_\_\_\_

Date \_\_\_\_\_

(All account holders must date and sign)