



# Form BANK, Authorization for Direct Debit for \_\_\_\_\_ (year)

Complete if you are *electronically* filing your tax return (Form M1, M2, M3, M4, M4NP, M8, M11, or M11L), and you want to authorize a transfer of funds from your account to pay tax owed as shown on your return. Do not complete if filing a paper return.

Your Name or Name of Entity \_\_\_\_\_ Social Security or Minnesota Tax ID Number \_\_\_\_\_

Spouse's Name, if Filing Joint (Or Partner if a Partnership) \_\_\_\_\_ Spouse's Social Security Number (If Filing Joint) \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

<b>Type of Account</b> <input type="checkbox"/> Checking  <input type="checkbox"/> Savings	<b>Routing Number</b> _____  <b>Account Number</b> _____	<b>Enter the date you want the amount withdrawn from your account.</b> _____	<b>Amount to be Withdrawn</b> _____
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*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 notification of its termination at least 30 days prior to the effective date.*

Your Signature \_\_\_\_\_ Spouse's Signature (if filing joint) \_\_\_\_\_ Date \_\_\_\_\_ Daytime Phone \_\_\_\_\_

**ERO:** Attach Minnesota copies of all W-2, W-2G and 1099-R forms and any other form that shows Minnesota income tax withheld and keep with your records.

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

## Form BANK instructions

*Complete Form BANK if you are electronically filing your Form M1, M2, M3, M4, M4NP, M8, M11 or M11L and you want to have your taxes due automatically withdrawn (direct payment) from your checking or savings account.*

*The Bank Authorization for Direct Debit (BANK) complies with current ACH rules.*

### If you are the taxpayer

The direct payment option is voluntary and applies only to the electronic return you are filing.

By signing Form BANK 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 Form BANK until the end of the calendar year in which your return was electronically filed.

If you are preparing your own return, keep Form BANK 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 the W-2, W-2G and 1099 forms and other documents for three years. You should also keep with these IRS records the signed, original Form BANK, Minnesota copies of all W-2, W-2G and 1099 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, W-2G 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.**