

Setup/Edit Employer EFT Account Details

Click on the Menu button, and select **Setup/Edit Employer EFT account details**



PSWA *pacific southwest administrators*

▼ **Menu**

- Home
- Change Password
- Create a New Report
- View List of Pended and Finalized Reports
- Setup / Edit Employer EFT Account Details
- Special Import Mappings
- Manage Staff
- Contact Us

Enter Bank Routing and Account number, select **Save**

Menu

Logout

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Enter the bank routing and account number from which funds will be obtained and then click the Save button. Use extra care to enter the numbers correctly. Fields marked with an asterisk ("*") are required.

To de-activate a bank routing and account number, click the 'Reset Saved Data' button.

To view a sample check with the location of the bank routing number and account numbers identified, [click here](#).

Bank Routing Number*:

Bank Account Number*:

Bank Name:

Edit

Save

Reset Saved Data

Sample Check

Name _____ 1234
Address _____
City, State Zip _____

Pay to the order of _____
_____ Dollars

Bank Name _____ Check Digit (ignore)
| 123456789 | 123456789123 || 1234

Bank Routing Number Bank Account Number Check Number (ignore)

