

ACH PAYMENT INSTRUCTIONS

Environmental Protection Agency (EPA)

The Environmental Protection Agency accepts payments directly through your financial institution using Automated Clearing House (ACH) Credit transactions.

This document addresses the implementation steps that you will need to complete prior to originating your first ACH payment. It also provides the information that must be included in the ACH transaction including the financial institution routing transit number, the account number to which the payment should be directed and the information that should be included in the addenda record. Payments without adequate identification of the sending manufacturer and engine family name(s) can cause major delays in certification.

Implementation Steps

1. Check with your financial institution to make sure they can originate your ACH credit payment, that they will allow you to use this payment method, and if there is a charge for this payment. Any bank charges for this payment are your responsibility; short payments due to transaction fees and banking charges can cause delays in certification. EPA and its bank do not charge such banking and transaction fees. ACH payments are processed through domestic (U.S.) banks only.
2. Provide the attached payment instructions to your financial institution. Please ensure that they can originate your payment in this format.
3. Obtain your financial institution's processing deadlines and holiday schedules. Make sure you understand your financial institution's timing requirements and settlement procedures. Typically, it takes up to a week from the time an ACH credit transaction is originated by the manufacturer to the time EPA is notified of the payment.

ACH Payment Instructions

For the Motor Vehicle and Engine Compliance Fees Program (MVECP)

1. Your ACH payment should be directed to EPA using the following information:

Standard Entry Class:	CCD
Transaction Code:	22
Receiving Depository Financial Institution: (RDFI) ABA Number	051036706
Receiving Account Number:	868010099000
Receiving Account Name:	U. S. Environmental Protection Agency

2. Place a "1" in the "Addenda Indicator" field to signal that there is information in the Addenda Record. Then, in the "Payment Related Information" field in the Addenda Record, include the following information for MVECP fee payments:

- Name of Your Company
- 12 digit family name(s). If there is not enough room to list all of the families that are covered by the fee, please state the number of families and the certification category(ies) that are covered by the fee.
- Statement: "Motor Vehicle and Engine Compliance Fees"