



445 Grant Ave., San Francisco, CA 94108
Tel: (415) 955-8800 • Fax: (415) 955-8817

Internal use only

Finance: Entry date _____
Member Services or Sales: Recv'd date _____
DST entry date _____

Balance by CCHP
Commercial Plans Automatic Bank Withdrawal Authorization Form
(Please complete all of the information in this form)

Member Information

Subscriber Name: _____
(as shown on your Member ID card)
Member ID: _____ Phone: _____
Address: _____ City: _____
State: _____ Zip Code: _____ Email Address: _____

Financial Institution Information

Name of Financial Institution: _____
Account Holder Name: _____ Account Type: Checking Savings
Bank Routing Number: _____ Bank Account Number: _____
Premium Amount: \$ _____ per month beginning _____

Please attach a voided check or deposit slip here.
We will use this information to withdraw your monthly plan premium from the account that you specify on the form.

⑆ 22 105 278 ⑆ 672430 1068 ⑆ 2400 ⑆
Routing Number Account Number Check Number

NOTE: If you select automatic withdrawal as your payment option for your plan premium, you will receive monthly premium billing and **you do not need to send your payment to us.** The premium amount will be automatically withdrawn from the account according to the "Total Amount Due" on the premium billing. Your bank confirmation will be the proof of payment. If there are insufficient funds in the account or if the account is frozen/closed on the date of the withdrawal, you will be charged a \$15 fee separately by Balance CCHP.

Please Read and Sign Below

This agreement is between Balance by CCHP (“Balance”) and the Balance member for the automatic withdrawal of funds. The funds will be transferred on or around the 25th day of each month and will be used to pay monthly premium. If the transferred day of the month falls on a weekend or a holiday, the Automatic Payment will be debited from your account on the following business day.

I authorize Balance by CCHP to instruct my financial institution to make plan premium payments from the account indicated above. I understand that if I decide to discontinue this method of payment at any time, I will notify Balance in writing and make the plan premium payment using an alternative method.

Signature: _____ Date: _____

Please submit form by fax: 415-955-8817 mail to Balance by CCHP, 445 Grant Ave, San Francisco, CA 94108 before the 10th of the month for changes to be effective the first day of the following month. If you have any questions or if you need help completing the form, please contact the Balance Member Services Center at 1-888-775-7888 (TTY 1-877-681-8898) from October 1 - March 31 | 7 days a week 8:00 a.m. to 8:00 p.m. April 1 - September 30 | Monday - Friday 8:00 a.m. to 8:00 p.m.

Other Payment Methods:

Location/Payment Types	Credit Card Debit Card	Personal Check Cashier Check Money Order	Cash	Pay Online Walkthrough
Balance by CCHP 445 Grant Ave. San Francisco, CA 94108		<input type="radio"/> By Mail		
Member Services Center 445 Grant Ave. San Francisco, CA 94108	<input type="radio"/> In person	<input type="radio"/> In person		<input type="radio"/> In person
Gellert Health Services 386 Gellert Blvd. Daly City, CA 94015	<input type="radio"/> In person			<input type="radio"/> In person
Bank of the Orient 1023 Stockton St. San Francisco, CA 94108			<input type="radio"/> In person with Billing Payment Stub	
Balance Website www.balancebycchp.com/how-to-pay	<input type="radio"/> Electronic			