



## EXPRESS PAYOUT DIRECTION FORM

If your Express Payout is dropped off Monday through Friday before 4pm, the money will be available in your account the next business day. Envelopes dropped off on weekdays after 4pm, during the weekend, or in the night drop will be processed the next business day and deposited the business day after that.

DATE: \_\_\_\_\_

### DEPOSIT PAYOUT IN CHECKING ACCOUNT:

ACCOUNT NUMBER: \_\_\_\_\_

ACCOUNT NAME: \_\_\_\_\_

### CONTACT PERSON IF THERE ARE ANY QUESTIONS REGARDING THE ATTACHED WAIVER(S):

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

### EXPRESS PAYOUT CHECKLIST

Waiver has been fully completed

Supplier's name and address is indicated on "grid" section of waiver

Waiver has been notarized

Approval for payout has been given by contractor

Waiver has been signed on both top and bottom sections

Express payout direction form is fully completed

Original material waiver included, if required

Current W-9 on file in Countryside Bank payout department

### FOR INTERNAL USE ONLY

RECEIVED: Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Time \_\_\_\_\_ By \_\_\_\_\_

6053 W. 79<sup>th</sup> St.  
Burbank, IL 60459  
(708) 599-9860

3323 N. Clark St.  
Chicago, IL 60657  
(773) 755-2500

6734 Joliet Road  
Countryside, IL 60525  
(708) 485-3100

7380 S. Route 83  
Darien, IL 60561  
(630) 655-3113

15980 S. Parker Rd.  
Homer Glen, IL 60491  
(708) 301-5800