

## ACH Authorization/Enrollment Form

### U.S.A. (Domestic) Only

Payment by ACH will result in an automatic funds transfer directly to your bank account. The transfer of funds will be accompanied by the relevant payments details, including invoice number and invoice amount. These payment details can be received electronically or by fax from your bank (all banks are required by NACHA to provide this information to their customers). ACH is one of the most efficient, least expensive ways of exchanging funds.

After your invoice has passed through our Accounts Payable system, details of payment, the payment date, the routing information for your bank, and account number will be transmitted to JP Morgan Chase, our banking partner, for processing. On the invoice due date, our bank will transmit an ACH credit to your bank based on information you have provided to us. All valid invoices will be processed and paid within payment terms. Vendors do not need any custom software or interfaces, nor do they need to change banks.

Vendors do need to notify U.S. Zinc each time they change banking instructions.

#### Vendor Name and Address Information

Company Name: \_\_\_\_\_

Remittance Address: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_ USA

Zip Code: \_\_\_\_\_

Tax ID Number (TIN): \_\_\_\_\_

#### Contact Information

A/R Contact Person: \_\_\_\_\_

Telephone No: (       ) \_\_\_\_\_

Email Address: \_\_\_\_\_

### Banking Information

**Bank Name:** \_\_\_\_\_

**Branch Address:** \_\_\_\_\_

**Branch – City, State, Zip Code:** \_\_\_\_\_ U.S.A.

**Account No:** \_\_\_\_\_

**ABA Routing Number:** \_\_\_\_\_  
(For Incoming ACH Transfers)

**Type of Account:**                      Checking                      Savings                      Other  
       

### TERMS AND CONDITIONS FOR ACH PAYMENTS

By signing below, the undersigned agrees to accept payment by U.S. Zinc through Automatic Clearing House transfer, and represents that U.S. Zinc can rely exclusively on the information supplied on the attached enrollment form.

1. Electronic funds transfer will be made to the financial institution and account number supplied by the undersigned on the attached enrollment form.
2. U.S. Zinc will make payments in accordance with and be governed by the National Automated Clearinghouse Association ("NACHA") trade payment rules. U.S. Zinc's process is governed by and in accordance with the laws, other than choice of law provision of any particular contract, of Texas, including article 4A of the Uniform Commercial Code as enacted by the State of Texas and amended from time to time.
3. The undersigned understands that any change in the information supplied on the enrollment form must be communicated to U.S. Zinc by an authorized representative of the undersigned in writing. U.S. Zinc will not be responsible for, and the undersigned agrees to indemnify and hold U.S. Zinc harmless from, any loss or damage which may arise by reason of error, mistake, or fraud in connection with supplying this information.
4. Payment will be initiated within the terms of the commercial agreement (standard/normal terms are 45 days) between the undersigned and U.S. Zinc. Payment will be deemed to have been made when the undersigned's financial institution has received or has control of the payment transaction.
5. If U.S. Zinc initiates payment on a non-banking day at the originating bank, the funds transfer will occur the following banking day. In all cases, banking day is deemed as the day on which both trading partners' banks are available to transmit and receive funds transfers.
6. U.S. Zinc is responsible for the payment transaction up to the point where the undersigned's financial institution receives or has control of the payment transaction. Any loss or damage resulting from the loss of data at that point will be borne by the undersigned unless the loss is due to the gross negligence or willful misconduct of U.S. Zinc, or its originating bank.
7. The undersigned will notify U.S. Zinc immediately if payment is not received as described above.
8. This agreement can be terminated by either party, provided that notification in writing is submitted by the terminating party to the other party, and both parties agree on the termination date.

9. Invoices will be expedited if they are submitted to the US Zinc Accounts Payable Department electronic mailbox at: [accountspayable@uszinc.com](mailto:accountspayable@uszinc.com) .
10. U.S. Zinc Physical address is:  
2727 Allen Parkway, Wortham Building, Suite 800, Houston, Texas 77019.

**Company Name:** \_\_\_\_\_

**Name (please print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Authorized Representative Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please return via mail to:**

U.S. Zinc  
Attn: Treasury/ACH  
2727 Allen Parkway, Wortham Building, Suite 800  
Houston, TX 77019

**OR by email to:**

[accountspayable@uszinc.com](mailto:accountspayable@uszinc.com)

**OR by fax to:**

Fax: (7 13) 923-1783  
Attn: Treasury/ ACH