

We are developing an online portal to streamline the process of setting up new agency accounts. In the meantime, please complete this temporary PDF form. To ensure the security of your sensitive information, please only fax the completed form to us at (410) 974-2076 or send via regular mail to The Treasurer's Office. We apologize for the inconvenience and appreciate your patience as we transition to the new online system.

New Agency Account Form



MARYLAND
STATE
TREASURER

General Information

Date of Request _____
Action Required _____
Control Number _____

Agency Information

Batch Agency Code _____
Financial Agency Code _____
Batch Agency Name _____

Contact Information

Requestor Name/Title _____
Requestor E-mail Address _____
Requestor Phone Number _____ Requestor Fax Number _____
Authorized Signer/ Title _____
Email Address of Authorized Signer _____
Authorized signer Phone Number _____ Authorized Signer Fax Number _____
Is authorized signer a state employee? _____ If no, please explain further: _____

Banking Information

Bank Name _____
Bank Account Number _____
Bank Account Title _____
Federal Tax ID Number _____
for Bank Account _____ If other, please specify _____
Source of Funds _____ If other, please specify _____
Account Purpose _____ If other, please specify _____
Account Type _____
Estimated Account Balance _____
Will this account generate investment earnings? _____ If yes, should earnings be transferred to State General Fund? _____

Electronic Signature

By my electronic signature, I do hereby request the establishment of a state of Maryland Agency Bank Account. I certify I have reviewed all the requirements for the operations of this account and will insure that proper Internal Control Guidelines will be followed.

x _____

_____ Date