

GME Direct Deposit Instructions

As a royalty interest owner, you have the option to participate in our Direct Deposit payment option offered by Grayson Mill Energy (GME). Choosing this option will allow you to receive your owner interest royalty payments directly through an Electronic Funds Transfer (EFT). An EFT is an automated process that permits funds to be directly transferred to your financial institution (bank, credit union, etc.). The Automated Clearing House (ACH) payment system will be utilized to process direct payment transfers.

Direct Deposit offers the following advantages:

- No cost for this safe and secure service.
- No postal delays of your royalty check.
- No unnecessary trips to the bank to deposit royalty checks.
- No risk of expired, lost, damaged or stolen royalty checks.
- Online royalty check detail and payment history.*

How do I sign up for Direct Deposit? - (U.S. BANK ACCOUNTS ONLY)

- 1) Verify that your U.S. banking institution offers Direct Deposit via Electronic Funds Transfer.
- 2) Once verified, fill out the attached Direct Deposit Enrollment Form (ACH) in its entirety. You must provide a check with "VOID" written across it or a letter from your bank verifying your account. The routing and account number written on your ACH must match the bank routing and account number on the voided check or verification letter from the bank. All account signatures are required for joint accounts. If all requirements listed are not met, your ACH will not be accepted.
- 3) Return the completed ACH and voided check or bank account verification letter to Grayson Mill Energy in the enclosed prepaid envelope.
- 4) Allow **4 to 6 weeks** for your account to be verified through our pre-note process.

If I have more than one GME account, can I fill out one ACH for all accounts to be enrolled in Direct Deposit?

If you have more than one GME account/owner number, **you must fill out ACH for each GME account.** The same process should be followed for changes or cancellation of Direct Deposit for each GME account. If you would like to consolidate your accounts, necessary ownership documentation will also need to be provided.

*What is online royalty check detail?

You may elect to register with EnergyLink, which will allow access to view your check detail and payment history online. This is an optional service for which you must have a valid email address to participate. By registering with EnergyLink, you will no longer receive paper copies of your check detail. **Once you are successfully enrolled with Direct Deposit, and only after you receive your first payment via ACH,** you can register as a new user on the EnergyLink webpage. The following link will take you to the Energy Link User Setup: <https://www.energylink.com/Public/Signup.aspx>. If you are having technical difficulty logging into your account, please contact EnergyLink by submitting a web form at: <https://www.energylink.com/contact>.