

# Electronic Fund Transfer Setup for **Accident Fund Insurance Company**

## What you will need before you can begin:

- Your 7-digit policy number
- Your Federal Employer Identification Number (FEIN or EIN)
- Your policy expiration date
- Bank routing and account number

## To set up:

- Go to [www.accidentfund.com](http://www.accidentfund.com)
- Login > Policyholder Login (this is at the top of the website)
- Click “Register Here”
- Enter your 7-digit policy number
- Enter your FEIN Number
- Enter your policy expiration date (i.e. if your term is 1-1-19 to 1-1-20, then enter 1-1-20)
- Follow the prompts to enter your bank routing number & bank account number

## If you have questions, call Accident Fund’s Billing Department

- 1-866-206-5851
- when prompted press #1
- when prompted press #3
- when prompted press #1 and you will get a person in the Billing Department.

## **IMPORTANT!**

Premiums must be paid on time; therefore, we strongly advise you to follow up within several days with Accident Fund’s Billing Department with the number provided above to confirm that the EFT has been processed to your satisfaction and answer any of your billing questions. **Once you complete your EFT set up:** Please send an email to Stacey at: [scain@thesouthernagency.com](mailto:scain@thesouthernagency.com) to let her know you have set up an EFT account with Accident Fund and include your policy number so we can update our records.

Thank you for allowing us to serve you!