



## New CAS Customer Setup Form

Please complete this form to set your organization up to receive reports and payments. Note that all requested information is required; incomplete applications cannot be accepted.

Once complete, please send your completed form to [billing@liaisonedu.com](mailto:billing@liaisonedu.com).

### CAS Quarterly Reporting

List the individual(s) who should receive report information by email:

### Payment Setup Information

1. When you send us this form, include a completed IRS Form W-9 and your organization's tax-exempt form (if applicable).
2. Provide contact information needed to process payment:

3. If you would like to be paid by ACH, enter bank information:

I hereby authorize Liaison International, LLC to establish an ACH transfer for all payments made to me and/or my organization.

**Signature:**