TELE CHECK

by Easy Desk Software
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516-587-9015

Receiving a check by FAX , E-MAIL or PHONE

John Doe

114 Your Street

YOUR BANK   01001 **#3**

(999)999-9999
222 Main Street
Anytown,GA,00000

Yourtown, NJ, 00000
(555)555-5555

1-8 /210 **#1** 645 **#2**

 Pay to the order of _____$_____

_____Dollars

Memo:

_____

|:123456789|:   012345678912345·'   01001 **#4**

_____

You will need the to obtain the following information from the check:
Enter the information exactly as it appears on check.

Your Name_____
Address_____
City_____
State____Country_____ Zip Code_____
Area code_____ Phone #_____

Bank Name_____
Address_____
City_____
State____Country_____ Zip Code_____
Area code_____ Phone #_____

The route # is the 9 digit number on the bottom most portion of the check starting and
ending with symbols similar to **|:** . In the line #**4** it is the first set of numbers in the

example above, **but note** it can be the second set of numbers on the check.

Route# |:_____**|:**

The account # is the second set of numbers in line #**4** of the sample above and ends with a symbol , **but note** it can be the first set of numbers on your check. The account number does not start with a symbol.

Account# _____

The last set of numbers in line #**4** is your check #.
Your Check # is also displayed next to #3.

Your Check #_____

The bank Branch # is the number next to #**2**. It is 1 to 3 digits long and will be in bold type.

Branch#_____

Your Country Code is next to #**1**. Your checks may look different so the numbers may look like i.e.: **1**-218/9857/023456789. The country code is the first digit in this example (the number one in bold print).   **1-218** in this example the country code is the bolded #
                                        9857

Country Code#_____