

**Effective September 10, 2025**

**CHIEF FINANCIAL OFFICER MEMORANDUM NO. 32**

**SUBJECT: ELECTRONIC FUNDS TRANSFER AUTHORIZATION REQUESTS**

Section 17.076, Florida Statutes, gives the Chief Financial Officer authority to establish a program for the direct deposit of funds to anyone who is a recipient of any lawful payment from state funds. To comply with this requirement, the Division of Accounting and Auditing, Bureau of Vendor Relations (BVR), requires that each recipient should be established and validated in the state's accounting system and the first payment needs to be made by warrant prior to establishing direct deposit.

Agencies who require vendors to enroll in direct deposit should be aware of this policy and request vendors to complete the DFS-A1-26E form once the first payment has been received.

Please direct questions to [DirectDeposit@MyFloridaCFO.com](mailto:DirectDeposit@MyFloridaCFO.com).