

From: [Communications, VCF \(CIV\)](#)
To: [Communications, VCF \(CIV\)](#)
Subject: New email address for submission of Law Firm ACH Forms
Date: Thursday, March 2, 2023 12:11:16 PM
Attachments: [image001.png](#)

This email is sent from an unattended mailbox.

Good afternoon,

The VCF is pleased to inform you that we have established a new email inbox specifically for the submission of Law Firm ACH forms. Going forward, all new law firm ACH forms should be submitted by email to ACH.LawFirm@usdoj.gov. Please refrain from mailing or faxing this document to the VCF. Submitting the forms by email will ensure that the VCF has the most current banking information on file for your firm.

This dedicated email should be used for any new ACH forms for your escrow account, or to update any banking information previously submitted to the VCF.

When emailing the form, please ensure that the attachment is a clear PDF version, the information is legible, and the form is completed in its entirety. This will help to prevent any delays in processing due to discrepancies.

Please DO NOT submit any other documents to this email address as they will not be read or processed. This email is for the submission of law firm ACH forms only.

Thank you.

Please do not reply to this email. This email was sent from a mailbox that is not monitored.



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