

NEW IOLTA ACCOUNT AGREEMENT

In order to establish a new IOLTA account, the Attorney and a representative of the Financial Institution must complete this form in its entirety and submit it to the IOLTA Program of the Arkansas Access to Justice Foundation at the address below. This form will be in addition to any forms that the Financial Institution requires the attorney to complete, such as a signature card.

TO BE COMPLETED BY ATTORNEY	
_____ Attorney Name	_____ Bar Number
_____ Firm Name	
_____ Address	
_____ City, State, Zip	
_____ Phone Number	_____ Fax Number
_____ Email Address	

TO BE COMPLETED BY FINANCIAL INSTITUTION	
_____ Name of Financial Institution	
_____ Financial Institution Representative	
_____ Address	
_____ City, State, Zip	
_____ Phone Number	_____ Fax Number
_____ Email Address	

By completing and submitting this form, the undersigned Attorney acknowledges that:

- The Attorney has confirmed that the Financial Institution is an “eligible institution” as defined by Ark. Sup. Court Admin. Order No. 22 and is approved by the Arkansas Supreme Court Office of Professional Conduct as a depository for lawyer trust accounts;
- The Attorney authorizes the Financial Institution to remit the interest on this account to the Arkansas Access to Justice Foundation by ACH pre-authorized debit or by check or by any other method approved by the Federal Reserve System; and
- The names and bar numbers of all attorneys who will use this account in the ordinary course of their practice are attached.

By completing and submitting this form, the undersigned representative acknowledges on behalf of the Financial Institution that:

- The IOLTA account established under this agreement is an FDIC-insured interest-bearing checking or money-market account whose funds are subject to withdrawal upon request as soon as permitted by law;
- The IOLTA account has been established using the **tax identification number of the Arkansas Access to Justice Foundation, Inc. (71-0611874)** with interest creditable to the Foundation and NOT to the attorney or firm listed on the account. The bank is NOT required to report the interest income (IRS Form 1099); and
- Effective as of the date below, interest on this account, computed in accordance with the institution’s standard accounting practice, will be reported and remitted to the Arkansas Access

to Justice Foundation on a monthly basis using ACH or other electronic transfer. At this time, wire transfers are NOT permitted.

IOLTA Account Confirmation (to be completed by Financial Institution)

Account Name: The Arkansas IOLTA Account of _____
(Name of Attorney or Firm)

Trust Account Number: _____ Routing Number: _____

Date Account Opened: _____

Attorney: Please list the names and bar numbers of all other attorneys who will use this account in the course of their practice (attach additional page(s) if needed):

(Name) (Bar Number)

(Name) (Bar Number)

(Name) (Bar Number)

(Name) (Bar Number)

(Name) (Bar Number)

(Name) (Bar Number)

Attorney Signature Date

Bank Representative Signature Date

Please fax, mail, or email this completed form to the Arkansas Access to Justice Foundation, Inc., 1111 W. 6th St., Suite D, Little Rock, AR 72201, (501) 682-9415, or update@arkansasiolta.org. For more information about the IOLTA Program of the Arkansas Access to Justice Foundation, including a comprehensive *Guidebook for Attorneys and Financial Institutions* that provides definitions and further guidance on proper setup and maintenance of IOLTA accounts, please visit www.arkansasjustice.org/iolta.