



PAYROLL DIRECT DEPOSIT AUTHORIZATION FORM

Employee Name (print) _____

Social Security Number _____

You may deposit your pay into a maximum of three accounts. If you have multiple accounts at one banking institution, you may make arrangements with the bank to have transfers made.

All monies must be deposited by direct deposit, therefore, **one of your accounts must have a code "N" in the deposit amount field, which means your Net Check will be deposited into this account.** Net check means all monies remaining following all mandatory and elective deductions.

Account Type Choices:

C = Checking

S = Savings

Bank Account #1
Account Type

Bank Account #2
Account Type

Bank Account #3
Account Type

Routing Number (9 digits)

Routing Number (9 digits)

Routing Number (9 digits)

Account Number

Account Number

Account Number

Deposit Amount (N=Net)
\$

Deposit Amount (N=Net)
\$

Deposit Amount (N=Net)
\$

Bank Name

Bank Name

Bank Name

This information will remain in effect unless/until a new form is completed and signed

Signature

Date