

## Direct Deposit Authorization

Company Name: \_\_\_\_\_

I hereby authorize my employer to directly deposit my wages in the bank account(s) listed below, in the percentages indicated. If two accounts are designated, deposits will be made in whole percentages of pay equaling 100%. I have attached a voided check or deposit slip for each account. This authorization is to remain in effect until I give written authorization to terminate or change.

Also, I grant \_\_\_\_\_ the right to correct any Electronic Funds Transfer resulting from an erroneous overpayment by debiting my account to the extent of such overpayment.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Company Use Only:** Effective Date \_\_\_\_\_

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**Account #1**    Checking \_\_\_\_\_ Savings \_\_\_\_\_ **(Check only one)**

Financial Institution: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

Personal Account Number: \_\_\_\_\_

Percent of pay to be deposited into this account: \_\_\_\_\_%

**Company Use Only:** Bank/ABA Number \_\_\_\_\_

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**Account #2**    Checking \_\_\_\_\_ Savings \_\_\_\_\_ **(Check only one)**

Financial Institution: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

Personal Account Number: \_\_\_\_\_

Percent of pay to be deposited into this account: \_\_\_\_\_%

**Company Use Only:** Bank/ABA Number \_\_\_\_\_