

DIRECT DEPOSIT AUTHORIZATION

Autorización de Depósito Directo

Please print and complete ALL the information below.

Name:

Nombre

The diagram shows a check with the following fields and labels:

- Payor Information:** John Jones, 124 Main Street, Anywhere, MA 02345
- Date:** _____
- Pay to the order of:** _____
- Amount:** \$ _____ Dollars
- Routing Number:** 123456789 (labeled "9 digit Routing Number")
- Account Number:** 1234567891011 (labeled "Account Number (1-17 digits)")
- Check Number:** 0259 (labeled "Check Number (do not include)")

The word "EXAMPLE" is written across the center of the check.

Name of Bank:

nombre del banco

Account #:

número de cuenta

9-Digit Routing #:

número de ruta de 9 dígitos

Amount:

☐ \$ _____ ☐ _____ % or ☐ Entire Paycheck
Cheque de pago completo

Type of Account:

☐ Checking ☐ Savings (Check One)
cuenta de cheques cuenta de ahorros

_____ [Company Name] is hereby authorized to directly deposit my pay to the account listed above. This authorization will remain in effect until I modify or cancel it in writing.

Firma de empleado

Employee's Signature: _____

Fecha

Date: _____

