

PAYROLL DIRECT DEPOSIT AUTHORIZATION

2600 Nutwood Ave. Suite 275, Fullerton CA 92831-3137

Effective Date of Direct Deposit: _____

In order to process your direct deposit correctly please:

1. Type or print
2. Fill out the form completely.
3. **ATTACH A VOIDED CHECK.**

Employee Information (You are responsible for keeping the ASC informed of any name changes)

Name (Last, First, MI): _____ **Social Security Number:** _____

Bank Information (You are responsible for keeping the ASC informed of any bank or account changes)

1) Add Cancel Change amount

Bank Name: _____ Branch: _____

Address: _____

Transit Routing Number

Account Number

--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please indicate the exact amount (s) to be deducted per check.
 If the whole amount is to be deducted write "ALL" in the space below and check the appropriated box (es).

Checking \$ _____ Savings \$ _____

2) Add Cancel Change amount

Bank Name: _____ Branch: _____

Address: _____

Transit Routing Number

Account Number

--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please indicate the exact amount (s) to be deducted per check.
 If the whole amount is to be deducted write "ALL" in the space below and check the appropriated box (es).

Checking \$ _____ Savings \$ _____

I hereby authorize CSU Fullerton ASC to initiate a credit/deposit entry to the above account(s). I further authorize CSU Fullerton ASC to initiate adjustment entries to correct any erroneous entries made to the above account(s) by CSU Fullerton ASC.

I acknowledge that CSU Fullerton ASC is not responsible for penalties charged to the above account(s) due to insufficient funds as a result of an error or delay in direct deposit. I understand that I should verify my available funds before processing debit/check card and check transactions.

I acknowledge that it is my responsibility to notify payroll of any changes that may affect my payroll direct deposit.

Employee's Signature

Date

<p>PAYROLL ONLY: Entered _____</p>
--