Employee Direct Deposit

No More Extra Trips To The Bank

To request Direct Deposit of your paycheck, read and complete the following authorization agreement, and give it to your payroll department. If you are eligible to participate, they'll set you up on Direct Deposit.

Please deposit my entire net pay into the account specified below.

Circle One: **Checking** **Savings**

Account #: _____

Routing / Transit #: _____

Attach a void check, bank letter, or specification sheet. Deposit tickets are **NOT** accepted.

CUSTOMER INFORMATION

Name: _____

Social Security #: _____
(REQUIRED)

Home Address: _____

City: _____

State: _____ **Zip:** _____

AUTHORIZATION

I authorize my employer: _____ (hereinafter Company) to deposit my net pay each payday directly into my account. In the event that the Company deposits funds erroneously into my account, I hereby authorize the Company to debit my account for an amount not to exceed the original amount of erroneous credit.

Any dispute arising out of or in correction with this agreement, if not otherwise resolved, shall be determined by arbitration in Cleveland, Ohio, in accordance with the Rules of the American Arbitration Association, and it's the expressed desire of both parties that the prevailing party be awarded the costs and attorney's fees and that the award be entered as a judgment in any jurisdiction in which the non-prevailing party does business.

This authorization will remain in full force and effect until the Company and the Bank have received written notice from me of its termination in such time and in such manner as to afford the Company and Bank a reasonable opportunity to act on it.

Employee Signature: _____ **Date:** _____