

**Authorization Agreement For Automatic  
Deposits  
"ACH Credits"**



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

I (we) \_\_\_\_\_ (Employee) hereby authorize \_\_\_\_\_ (Employer) to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my (our) account indicated below at the depository named below, hereinafter called "Depository", to credit and/or debit the same to such account.

**Account Information\***

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

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

Transit / ABA # : \_\_\_\_\_

Transit / ABA # : \_\_\_\_\_

Account # : \_\_\_\_\_

Account #: \_\_\_\_\_

Checking or Savings (circle one)

Checking or Savings (circle one)

Amount: \_\_\_\_\_

(To deposit the Net Check write "All")

Amount: \_\_\_\_\_

(To deposit the Net Check write "All")

\* Use additional sheets if necessary

This authority is to remain in full force and effect until \_\_\_\_\_ (Employer) has received written notification from me (or either of us) of its termination in such time and in such manner as to afford a reasonable opportunity to act on it.

If email address is provided below, I further authorize employer to send my Direct Deposit Payroll voucher to my personal email address in lieu of the standard paper voucher. My email address is:

Email: \_\_\_\_\_ @ \_\_\_\_\_

Name(s): \_\_\_\_\_

Signed: \_\_\_\_\_

Name(s): \_\_\_\_\_

Signed: \_\_\_\_\_

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