

Pieper Payroll Group: Employee Direct Deposit Information

I, [employee] _____, hereby

- Authorize my employer, _____ and its agents to initiate electronic credit entries, and if necessary, adjustments for any credit entries in error to my checking and/or savings accounts listed below. This authorization remains in effect until I have informed my employer in writing that I wish to cancel it and my employer has had reasonable time to effect such cancellation.

- Revise direct deposit bank account(s) as indicated below.

- Cancel direct deposit of my paycheck completely. This cancellation is to take effect immediately and remain in full force and effect until the Company has received written notification from me of authorization to deposit my paycheck automatically. I acknowledge that I will now receive paychecks for which I am responsible for depositing and/or cashing.

I understand I should contact my bank to verify receipt of funds before use. It is my responsibility to provide proper routing and account numbers. Neither my employer nor their agents are responsible for bank errors or fees.

Employee's Signature: _____ Date: ____ / ____ / _____

Bank Name: _____ Account Type (circle): Checking Savings

Routing #: _____ Account #: _____

Fixed Amount or Percentage: _____

Bank Name: _____ Account Type (circle): Checking Savings

Routing #: _____ Account #: _____

Fixed Amount, Percentage, or Remainder: _____

Bank Name: _____ Account Type (circle): Checking Savings

Routing #: _____ Account #: _____

Fixed Amount, Percentage, or Remainder: _____

Please attach a voided check or deposit slip for each bank account to which funds will be deposited.
Example Routing Number: 123456789 Example Account Number: 022999999999

Please confirm you are providing routing and account numbers that are for direct deposit. Do not use numbers provided on deposit tickets or from savings accounts.

Employer: Keep for your records.