AUTHORIZATION AGREEMENT FOR AUTOMATIC DIRECT DEPOSITS

You must complete this form to add, change or delete direct deposit information. Do not close an account unless you cancel your direct deposit first. You may have your check deposited in up to three accounts. Please read this form carefully and write clearly; otherwise your direct deposit will be delayed.

If this is a new account you must:

1) Already have the account/accounts opened and active at your financial institution.

2) Make sure your bank/credit union accepts payroll direct deposits.

* *

1. ____ Cancel Account ____ Change Amount ____ New Account – attach voided check

Bank, Savings & Loan, Credit Union Name _____

Bank Routing # _____ Bank Acct #_____
(9 digits)

Account type: ____ Checking ____ Savings

Deposit: ____ Full Deposit ____ Partial Deposit $ _____

* *

2. ____ Cancel Account ____ Change Amount ____ New Account – attach voided check

Bank, Savings & Loan, Credit Union Name _____

Bank Routing # _____ Bank Acct #_____
(9 digits)

Account type: ____ Checking ____ Savings

Deposit: ____ Full Deposit ____ Partial Deposit $ _____

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3. ____ Cancel Account ____ Change Amount ____ New Account – attach voided check

Bank, Savings & Loan, Credit Union Name _____

Bank Routing # _____ Bank Acct #_____
(9 digits)

Account type: ____ Checking ____ Savings

Deposit: ____ Full Deposit ____ Partial Deposit $ _____

* *

I authorize the Catholic Diocese of Rockford to electronically deposit my paycheck directly into my bank account. I also authorize the Catholic Diocese of Rockford to electronically withdraw from my account any sum erroneously credited to my account.

Name (please print) _____ Signed _____

Parish, Office, or School Name _____City _____ Date _____