

DIRECT DEPOSIT AUTHORIZATION FORM

Monadnock Developmental Services is pleased to offer direct deposit of employee paychecks to bank(s) and account(s) of your choice. To arrange for direct deposit, complete this form.

- Attach a voided personal check and/or personalized deposit slip for each account.
- Notify payroll immediately if you close or change an account.

I hereby authorize **Monadnock Developmental Services** to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my account(s) indicated below and the depository name(s) below, hereinafter called depository, to credit and/or debit the same as such:

_____ **New/Modified Enrollment** _____ **Cancel Enrollment**

Employee Name

Employee Social Security Number

Account #1

Checking

Savings

\$ _____

Amount/Percent to Deposit

Bank Name

Bank Telephone Number

Bank Account Number

Bank Routing Number

Account #2

Checking

Savings

\$ _____

Amount/Percent to Deposit

Bank Name

Bank Telephone Number

Bank Account Number

Bank Routing Number

Account #3

Checking

Savings

\$ _____

Amount/Percent to Deposit

Bank Name

Bank Telephone Number

Bank Account Number

Bank Routing Number

Employee Signature

Date

This authority is to remain in full force and effect until Monadnock Developmental Services has received written notification from me of its termination in such time and in such manner as to afford the company and depository a reasonable opportunity to act on it.

THIS SECTION FOR PAYROLL USE ONLY

Bank Number(s): _____ ; _____ ; _____

Prenote Date(s): _____ ; _____ ; _____