Direct Deposit Authorization Form

I authorize ParkMed, Inc to deposit my pay automatically to the account(s) indicated below and, if necessary, to adjust or reverse a deposit for any payroll entry made to my account in error. This authorization will remain in effect until I cancel it in writing.

Please attach a voided check for each bank account to which funds should be deposited.

Print Full Name:	
Address:	
City, State, Zip:	
Bank Name and Phone Number Transit Code Check Number My Address My City, State ZIP Pay to the order of The Bank Name Bank Addresss I: 1234567899 I: 12 34567890 II 101 9 Digit Bank Routing Number Your Account Number	Please enter the ABA bank routing and account numbers for your checking account as well as attach a voided check. See the example to the left for where these numbers are located on the lower portion of the check sample.
CHECKING DEPOSIT	
ABA Bank Routing #	Bank Account #
SAVINGS DEPOSIT	
ABA Bank Routing #	Bank Account #
OTHER ACCOUNT	
ABA Bank Routing #	Bank Account #
NOTE: Savings and Credit Union accounts may use different ABA and/or Account Numbers for ACH transactions. It is each employee's responsibility to call their bank and acquire the correct information for initiating direct deposits into such accounts.	

I understand I am responsible for confirming that my pay has been properly deposited each payroll. No transactions will be initiated against those funds until that confirmation has been made. Any Non-Sufficient Funds charges that occur because I have failed to abide by this will be my responsibility.

Employee Signature: _____ Date: _____