

**AUTHORIZATION FOR DIRECT DEPOSIT OF PAYROLL**  
**Nebraska Wesleyan University**

I hereby authorize Nebraska Wesleyan University and the financial institutions named below to initiate variable entries to my checking/saving account(s).

Name (Print): \_\_\_\_\_

**First Application**                       **Change of Bank**                       **Change of Account (same bank)**

Bank Name: \_\_\_\_\_ Checking? \_\_\_ Savings? \_\_\_ Amount: REMAINDER

Bank Routing No. \_\_\_\_\_ Account No. \_\_\_\_\_

Bank Name: \_\_\_\_\_ Checking? \_\_\_ Savings? \_\_\_ Amount: \_\_\_\_\_

Bank Routing No. \_\_\_\_\_ Account No. \_\_\_\_\_

Please use back of form for additional accounts


It is agreed my payroll will be deposited in my above account(s) on my payday. When my payday falls on a weekend or holiday, my payroll will be deposited on the last working day before my payday.

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

Social Security Number: \_\_\_\_\_ ID. # \_\_\_\_\_

Note: Attach a **voided check** or, if deposited to a savings account, a savings account statement to validate account information. DO NOT ATTACH deposit slips, or debit card information.

ATTACH VOIDED BLANK CHECK

Jane A. Doe 1000 Main St. Anywhere, USA 10001	10095
PAY TO THE ORDER OF	_____ Date
_____	\$ _____ DOLLARS
	
For _____	
1 2 3 4 5 6 7 8 9	9 8 7 6 5 4 3 2 1
Routing No.	Account No.
	10095 Check No.