

## EMPLOYEE DIRECT DEPOSIT AUTHORIZATION

Employee Name:		Social Security Number:
Physical Address:		City State Zip:
Mailing Address:		City State Zip:
Phone:	Birth Date:	Email:

## CHOOSE YOUR METHOD OF DIRECT DEPOSIT

I request my deposit be placed in the following account				
Bank / Credit Union Name	Routing Number	Account Number	Type of account	
	# Routing numbers starting with a 5 are not valid for direct deposit	#	<ul> <li>Checking</li> <li>Savings</li> </ul>	
TO AVOID DELAY - PLEASE PROVIDE A VOIDED CHECK FOR THE ACCOUNT LISTED ABOVE				

## OR

rapid! PayCard Issuance Authorization Form		
	Financial Institution Name: Meta Bank	
	Direct Deposit Account Number:	
rapicit	<b>353</b> (Card ID on front of envelope)	
N 4000 MAR 2/ VEE	To be assigned and entered by PSI staff	
UR1	Routing Number: 124085244	

I authorize PERSONNEL SOURCE, INC., here after referred to as PSI, to deposit 100% of my net pay into the account shown above and, if selected, I authorize PSI to assign me a rapid! PayCard. This direct deposit (ACH) authorization will remain in effect until I notify PSI in writing of my intent to change it. Upon PSI's receipt of a request to change a direct deposit authorization, it shall become effective after a reasonable opportunity for PSI to act upon it.

In the event funds are deposited erroneously into my account, I authorize PSI to debit my account not to exceed the original amount of the deposit. I understand that if the account information I provide is inaccurate or the account is closed PSI will not be able to reissue those funds until PSI has received confirmation that those funds have been returned. If PSI is required to initiate an ACH pull back on my behalf due to an invalid account number, closed account or any other reason I may be charged a \$30 service fee.

I understand that PSI reserves the right to refuse any direct deposit request. I also understand that all direct deposits are made through the Automated Clearing House (ACH), and that funds availability is subject to the terms and limitations of ACH and my financial institution.

Employee Signature: \_\_\_\_\_