## Intuit QuickBooks Payroll



Employee Direct Deposit Authorization
Instructions
Employee: Fill out and return to your employer.  Employer: Save for your files only.  This document must be signed by employees requesting automatic deposit of paychecks and
retained on file by the employer. Do <b>not</b> send this form to Intuit. Employees must attach a voided check for each of their accounts to help verify their account numbers and bank routing numbers.
Account 1
Account 1 type: Checking Savings
Bank routing number (ABA number):
Account number:
Percentage or dollar amount to be deposited to this account:
Account 2 (remainder to be deposited to this account)
Account 2 type: Checking Savings
Bank routing number (ABA number):
Account number:
attach a voided check for each account here
Authorization (enter your company name in the blank space below)  This authorizes
Authorized signature: Employee ID #:

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

Print name:\_\_\_\_\_