



Electronic Funds Transfer (EFT) Form

Employee Information:

Name: _____ SS#: _____

Address: _____

City, State, Zip: _____

Phone #: _____

Bank Information: ****PLEASE SEE EXAMPLE BELOW- ATTACH VOIDED CHECK****

Bank Name: _____

Name on Account: _____

Account #: _____ Routing #: _____

☐ Checking ☐ Savings

Authorization Agreement: I hereby authorize Search & Social Media, LLC to deposit my paycheck directly into the above mentioned account. This authority will remain in effect until I have given written notice that I am terminating this contract, or until Search & Social Media, LLC has notified me that this deposit service has been discontinued. I understand that I must give advance notice to allow reasonable time for my instruction to be executed. If an incorrect deposit should be made into my bank account, I authorize my bank and Search & Social Media, LLC to make the appropriate adjustment(s).

Employee Signature: _____ Date: _____

Please be sure to enter the correct numbers into the corresponding fields of the direct deposit form. If the numbers are incorrect or reversed, there may be a delay in processing your payment.

EXAMPLE:

The image shows a sample check from John Jones, 124 Main Street, Anywhere, MA 02345. The check is dated and payable to the order of. The amount is written in dollars. The check number is 0259. The routing number is 123456789 and the account number is 1234567891011. The check number 0259 is circled and labeled 'Check Number (do not include)'. The routing number 123456789 is circled and labeled '9 digit Routing Number'. The account number 1234567891011 is circled and labeled 'Account Number (1-17 digits)'. The word 'EXAMPLE' is written across the center of the check.

Signature: Lee Horton
Lee Horton (Oct 1, 2010)

Email: lelandgarthhortonesq@gmail.com