



EMPLOYERS OUTSOURCING INC.

RLV

AUTHORIZATION FOR AUTOMATIC PAYROLL DEPOSIT

Company: EMPLOYMENT SOLUTIONS, INC.

I authorize my employer to deposit my wages/salary into the bank accounts specified below. I agree that direct deposit transactions I authorize comply with all applicable law. My signature below indicates that I am agreeing that I am either the account holder or have the authority to authorize my employer to make direct deposits into the named account. This form along with proper documentation MUST be complete in order to process.

Banking information:

- ✓ Print Employee Name: Virginia Alvarez
- ✓ Last 4 digits of Employee's Social Security Number: 6129
- ✓ Account Number: 9386043328
- ✓ Routing Number: 121042882
- ✓ Circle one: Checking Account Savings Account
- ✓ Circle one or enter amount: Full Amount Percentage 100 % Flat Amount \$ _____

✓ One of the following is required to process this enrollment (check one):

- ☐ Voided check with name imprinted (no starter checks)
- ☐ Deposit slip (only accepted if the verbiage "ACH R/T" appears before the routing number)
- ☒ Bank letter or specification sheet (the signature of your local bank representative MUST be included)

DIRECT DEPOSIT FORM

Effective Payroll Date: _____

✓ Employee Signature: Virginia Alvarez

Authorized Signature: _____

Date: 8-24-22

REQUIRED: PLEASE PLACE YOUR CANCELLED CHECK WITH YOUR
PRINTED NAME ON IT HERE.
IF YOU DO NOT HAVE CHECKS FOR THIS ACCOUNT, PLEASE ATTACH A
COPY OF ANY ONE OF THE ACCEPTABLE DOCUMENTS LISTED ABOVE.

Direct Deposit / Automatic Payment Information Form

WELLS
FARGO

The fastest, most convenient way to manage your everyday financial transactions - and it's free!

Benefits To You

Convenient - Your money is deposited automatically for you, even when you are ill, on vacation or too busy to get to the bank. Your check is deposited electronically into your Wells Fargo account.

Fast - You have immediate access to your money on the day of deposit.

Safe - Never worry about checks getting lost, delayed or stolen.

Automatic saving - Watch your account grow when you have at least part of your pay directed to your account.

Automatic Payment** You can also use your routing number (RTN) and account number to setup automatic payment of your recurring bills from your account.

Three Easy Steps to Set up Your Direct Deposits or Automatic Payments

Step 1. Use Account Information Provided Below

You must provide your information about the account where the money will be deposited or withdrawn.

Customer Name:	Routing Number (RTN):	Account Number:	Account Type:
VIRGINIA P ALVAREZ	121042882	9386043328	CHECKING

Step 2. Contact Your Employer or Payor

Contact your employer or payor directly to see if they offer direct deposit service. Where direct deposit is available, provide your account information. Your payor may need you to complete a form and provide a voided check or Command check to process your request.

Step 3. Monitor Your Account

For Direct Deposit, it can take one to two months for a payor to process your request and to begin receiving electronic deposits.

Questions? Wells Fargo Phone BankSM is available 24/7 at 1-800-TO-WELLS (1-800-869-3557)

Customer Copy