
Employee Payment Authorization Form **sample**

Technologies, Inc. ("Employer") offers two options to receive your pay, Direct Deposit or a Money Network® Service Card. Please review these options and make your selection below.

Option 1: DIRECT DEPOSIT

Employer will pay all of my net pay as selected below ("**Direct Deposit**") into the account ("**Account**") at the financial institution with the routing and account numbers and account type ("**Account Information**") I have provided below.

☐ Checking ☐ Savings (check only one)

Bank Routing Number (ACH): _____

Account Number: _____



Image shown is for illustration and not necessarily a copy and cannot be used for any other purpose than filling in the authorization form.

I have provided a void check or official bank letter (supporting documentation) for ACH transactions to receive my payments via Direct Deposit. The supporting documentation includes my legal name, account number, and routing number printed by the financial institution. I am aware that Employer is not responsible for any overdraft fees, insufficient funds fees, or wire transfer fees incurred to my account. This authorization of direct deposit payments remains in effect until Employer has received written authorization from me of its termination or change. Any new account and routing information will be provided by me in the form of an official bank letter or void check immediately to allow for direct deposit transactions to continue. It may take 1-2 pay periods for my new direct deposit information to get effective. In the event that bank information is not fully provided prior to my start date, my first paycheck may have to be mailed to my home address. Depending on postal service timelines, delivery may take 5-7 business days after the pay date.

Option 2: MONEY NETWORK SERVICE CARD

PLEASE REVIEW THE MONEY NETWORK SERVICE PREPAID DISCLOSURES PROVIDED WITH THIS PAY SELECTION RECORD.

Employer will pay all of my net pay using the Money Network Service. The Money Network Service Welcome Packet contains the Terms and Conditions that apply to the Money Network Service, the detailed fee schedule for the Money Network Service, and other important disclosures.
