

DIRECT DEPOSIT – FAST, SAFE, AND CONVENIENT

Because you've got something better to do on payday.

AUTHORIZATION AGREEMENT FOR AUTOMATED PAYROLL DEPOSIT

AUTHORIZATION

I (We) hereby authorize and request the company named below, hereinafter called COMPANY, to initiate deposit entries and to initiate, if necessary, withdrawal entries and adjustments for any deposit entries in error to my (our) account indicated below and the financial institution named below, hereinafter called FINANCIAL INSTITUTION to deposit to or withdraw from such account.

This authority is to remain in full force and effect until COMPANY and FINANCIAL INSTITUTION receive written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

EMPLOYEE INFORMATION

Company/Employer Name: **Northern New Mexico College**

Employee ID # _____ Employee's Name _____

Employee's Financial Institution _____ Financial Institution's 9-digit Transit Routing Number _____

Employee's Checking or Saving Account # _____ Circle Type of Account
Savings Checking

Employee's Signature _____ Date _____

ATTACH VOIDED CHECK FOR CHECKING OR MONEY MARKET ACCOUNT:

ATTACH VOIDED CHECK HERE	
Transit Routing #	Checking Account #