

This form **replaces** all previous forms. If you are making a change, please include **ALL** of the accounts you want your direct deposit to go into on this new form (not just the account you are making a change on).

To: Payroll

Re: Authorization Agreement for Direct Deposit

I hereby authorize Hudson Valley Community College to initiate credit entries and if necessary, debit entries and adjustments for any credit entries in error to my checking and/or savings account(s) in the Bank(s) listed below, and the Bank(s) to credit and/or debit the same amount to the account(s).

Account(s) Information:

Bank: _____ Checking Routing #: _____
or
Account Number: _____ Savings Amount*: \$ _____

Bank: _____ Checking Routing #: _____
or
Account Number: _____ Savings Amount*: \$ _____

Bank: _____ Checking Routing #: _____
or
Account Number: _____ Savings Amount*: \$ _____

() Only necessary if amount differs from the net earnings*

This agreement is to remain in effect until Hudson Valley Community College has received written notification from me of its termination in such time as to give Hudson Valley Community College and the Bank(s) a reasonable opportunity to act on it.

Print Name: _____

Signature: _____

Date: _____