



DIRECT DEPOSIT AUTHORIZATION FORM

Payroll Office
300 College Park
Dayton, OH 45469-1643
Phone: (937) 229-2949
Fax: (937) 229-3816

Please check:

- Checkboxes for New Account, Change Accounts, Add Accounts, Stop Additional Accounts

Please attach a voided check here.

(Please Print)

Effective Date UD ID Number

Name Phone Number

Financial Institution

**** Routing Number (Nine Digits) Account Number

Checking or Savings

Total Net Pay or Dollar Amount \$

COMPLETE THIS PORTION ONLY IF FUNDS ARE TO GO TO A SECOND BANK OR ACCOUNT.

Financial Institution

****Routing Number (Nine Digits) Account Number

Checking or Savings

Total Net Pay or Dollar Amount \$

Signature Date

**** CANNOT BE PROCESSED WITHOUT CORRECT NINE DIGIT ROUTING NUMBER