



## Employee Direct Deposit Authorization Agreement

Client Name (Employer) \_\_\_\_\_

Client Number \_\_\_\_\_

(A Voided Check must be provided or PayPros takes no responsibility for erroneous debits or credits.)

I authorize my employer, written above, (hereinafter referred to as "Company") and its payroll processor, PayPros, Inc., to deposit any amounts owed me by initiating credit entries to my account at the financial institution (hereinafter "Bank") indicated below. Further, I authorize Bank to accept and to credit any credit entries indicated by Company or PayPros, Inc. to my account. In the event that Company or PayPros, Inc. deposits funds erroneously into my account, I authorize Company or PayPros, Inc. to debit my account for an amount not to exceed the original amount of the erroneous credit. I further agree that I will not direct deposit any of my funds to either a foreign bank or to a US bank and then have the entire amount forwarded to a bank account in another country.

Employee Name \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

What type of Sign Up is this? \_\_\_\_\_

- 1. I would like to deposit                      Entire Net Pay                      \_\_\_\_\_ % of Net                      \$ \_\_\_\_\_  
 Bank Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Bank Routing & Transit Number (9 digits) \_\_\_\_\_ Employee Account Number \_\_\_\_\_
- 2. I would like to deposit                      Entire Net Pay                      \_\_\_\_\_ % of Net                      \$ \_\_\_\_\_  
 Bank Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Bank Routing & Transit Number (9 digits) \_\_\_\_\_ Employee Account Number \_\_\_\_\_
- 3. I would like to deposit                      Entire Net Pay                      \_\_\_\_\_ % of Net                      \$ \_\_\_\_\_  
 Bank Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Bank Routing & Transit Number (9 digits) \_\_\_\_\_ Employee Account Number \_\_\_\_\_
- 4. I would like to deposit                      Entire Net Pay                      \_\_\_\_\_ % of Net                      \$ \_\_\_\_\_  
 Bank Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Bank Routing & Transit Number (9 digits) \_\_\_\_\_ Employee Account Number \_\_\_\_\_

This authorization is to remain in full force and effect until Company and Bank have received written notice from me of its termination in such manner as to afford Company and Bank a reasonable opportunity to act on it. PayPros, Inc. reserves the right to suspend direct deposit at any time at its' sole discretion.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_