

For W4 Employees Only

DIRECT DEPOSIT FORM

HR Form 5.06

The following information is important to the set up and distribution of YOUR paycheck.

Employee Information

Name
Social Security #
Street Address
City
State
Zip
Phone #

Taxable Filing Status: Single Married Head of Household

Gender: Male Female Date of Birth: _____

Depository Information (all bank information MUST include the Routing Number and Account Number)

<p>Checking Account (Attach voided check here)</p> <p>Amount of paycheck deposited in this account _____</p>

<p>Savings Account (Documentation from bank required)</p> <p>Amount of paycheck deposited in this account _____</p>
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