

EMPLOYEE PAYSTUB AGREEMENT & DIRECT DEPOSIT AUTHORIZATION


I WOULD LIKE MY PAYSTUBS: EMAILED TO ME PRINTED NEITHER (THEY WILL STILL BE AVAILABLE ONLINE)
 OPT OUT OF DIRECT DEPOSIT TO A BANK ACCOUNT OR PAYCARD AT THIS TIME. (I MAY SIGN UP AT A LATER DATE)

Employee Name:	Effective Date:
Address:	City / State / Zip:
Birth Date:	Social Security Number:
Phone:	Email:

ENTER YOUR BANK ACCOUNT INFORMATION FOR DIRECT DEPOSIT:

<input type="checkbox"/> I request my payroll direct deposit be placed in the following bank account:				
BANK / CREDIT UNION	BANK ROUTING #	ACCOUNT#	NET PAY	TYPE OF ACCOUNT
	#	#	100%	<input type="checkbox"/> Savings <input type="checkbox"/> Checking

OR: ENROLL IN PAYCARD. BRANCH WILL PROVIDE INSTANT ISSUE CARD FOR DIRECT DEPOSIT

<input type="checkbox"/> I request rapid! PayCard Issuance and authorize payroll funds to be direct deposited onto card:		
Financial Institution Name: Rapid Paycard	NET PAY 100%	
Routing Number: 0311-0116-9		
Direct Deposit Account Number: 933 _____ <small>(10-DIGIT Card ID on front of envelope)</small>		
 rapid! PayCard® Visa® Payroll Card is issued by The Bancorp Bank pursuant to a license from Visa U.S.A. Inc. and may be used everywhere Visa debit cards are accepted. The Bancorp Bank; Member FDIC.		
Important Information for opening a Card account: To help the federal government fight the funding of terrorism and money laundering activities, the USA PATRIOT Act requires all financial institutions and their third parties to obtain, verify, and record information that identifies each person who opens a Card account. What this means for you: When you open a Card account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.		

I authorize NW STAFFING to withhold the indicated amount(s), if available, from my pay, and deposit directly into the account shown or I hereby authorize NW STAFFING to assign a rapid! PayCard and initiate credit entries and any correcting entries to my assigned rapid! PayCard account. The direct deposit will be made on each payday, unless I notify NW STAFFING in writing of my intent to cancel. Upon NW STAFFING's receipt of a request to cancel a direct deposit authorization, it shall become effective after a reasonable opportunity to act upon it. In the event funds are deposited erroneously into my account, I authorize NW STAFFING to debit my account not to exceed the original amount of the credit. I understand that NW STAFFING reserves the right to refuse any direct deposit request. I also understand that all direct deposits are made through the Automated Clearing House (ACH), and that funds availability is subject to the terms and limitations of the ACH as well as my financial institution.

PLEASE CANCEL MY DIRECT DEPOSIT TO MY BANK ACCOUNT OR PAYCARD. I UNDERSTAND THAT IT MAY TAKE UP TO 5 BUSINESS DAYS TO TAKE EFFECT.

Employee Signature: _____

Date: _____