

# Payroll Direct Deposit Authorization



## TRANSFER OF PAYROLL TO YOUR NEW FIRST HARRISON ACCOUNT

Use this form to request the direct deposit of your pay into your new account. You will need to provide any other additional information and authorization your employer needs to initiate your deposit. If you have any questions about this process, contact your employer's payroll or HR department.

### DIRECT DEPOSIT AUTHORIZATION:

I hereby authorize (company name) \_\_\_\_\_, hereinafter called COMPANY, to make payment of any amount owed to me for payroll by initiating credit entries to my account indicated below at First Harrison Bank, and I authorize and request that First Harrison Bank accept credit entries initiated by COMPANY to such account and to credit the same to such account without responsibility for the correctness thereof. It is understood that in signing this agreement, I allow COMPANY to initiate a reversal of the described payment entry in the event of an error in calculation or overpayment.

Employee Name: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, ZIP: \_\_\_\_\_

Checking Account #: \_\_\_\_\_ Routing #: **083913033**

I further understand that I may terminate this authorization at any time by written notification to my employer or First Harrison Bank. Any such notification to my employer shall be effective only with respect to entries initiated by my employer after receipt of such notification and a reasonable time to act on it.

Account Owner: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_