

# DIRECT DEPOSIT AUTHORIZATION AGREEMENT

- New to Direct Deposit program
- Add/Change/Delete existing direct deposits

Please complete information for ALL accounts requesting direct deposit. Include existing accounts that will remain the same.

This is my authorization for Metromont Corporation to automatically credit the following account (s) with my net pay.

Employee ID		Employee Name (last, first, middle initial)		Plant Location		Work Phone	
Action	Priority #	Bank Routing Number (9 digits)	Account Number (up to 17 characters)	Deposit Type	Account Type		
<input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete <input type="checkbox"/> Same	<b>1</b>			<input type="checkbox"/> Amt \$ _____  <input type="checkbox"/> Balance (Net)	<input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Payroll Debit Card		
Financial Institution - Name & Address				Financial Institution - City & State			
Action	Priority #	Bank Routing Number (9 digits)	Account Number (up to 17 characters)	Deposit Type	Account Type		
<input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete <input type="checkbox"/> Same	<b>2</b>			<input type="checkbox"/> Amt \$ _____  <input type="checkbox"/> Balance (Net)	<input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Payroll Debit Card		
Financial Institution - Name & Address				Financial Institution - City & State			
Action	Priority #	Bank Routing Number (9 digits)	Account Number (up to 17 characters)	Deposit Type	Account Type		
<input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete <input type="checkbox"/> Same	<b>3</b>			<input type="checkbox"/> Amt \$ _____  <input type="checkbox"/> Balance (Net)	<input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Payroll Debit Card		
Financial Institution - Name & Address				Financial Institution - City & State			

I understand that this authorization will be in effect until I notify the Company in writing with ten (10) days notice to change my direct deposit information. I also understand that if corrections in the credit amount are necessary, it may involve an adjustment (credit or debit) to my account.

THIS AUTHORIZATION IS NON-NEGOTIABLE AND NON-TRANSFERABLE.

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
SS#

NOTE: A voided check must be attached to this form.

