

Name of Client Company		
Employee Name	Social Security Number	
Street Address		
City	State	ZIP

With each new direct deposit set-up or change the bank requires ten (10) business days for “pre-note”, which is a process used to verify your account number(s) and set them up for direct deposit. Please remember that it will take a minimum of two (2) weeks for the direct deposit to begin.

Name of Bank			
Bank ABA/Routing Number		Account Number	
<b>Account Type</b>	<input type="checkbox"/> Checking	<b>Deposit Amount</b>	Net Check: _____
	<input type="checkbox"/> Savings		Dollar Amount: _____

I hereby authorize Sheakley HR Solutions to initiate credit entries to my account(s) in the bank(s) named above and to debit entries made in error. I authorize the bank(s) to accept and to credit or debit the amount of such entries to my account(s).

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

\_\_\_\_\_  
Date

Attach copy of voided check here.