

DIRECT DEPOSIT

This form is to be completed by a volunteer to elect the format he/she wishes to receive paychecks and to initialize or change his/her Direct Deposit information. The completed form should be returned to the RSVP contact.

First Name _____ MI _____ Last Name _____

Address _____ Apt. # _____

City _____ State _____ Zip Code _____

Home Phone: _____ Work Phone: _____

For Debit Card Only: Social Security Number: _____

Volunteer E-Mail _____

*Pay that is deposited to a Debit Card or Direct Deposit is available to you on the day of payment.
While we make every effort to ensure that your initial paycheck is a "Direct Deposit to your account
we cannot guarantee that will occur. Your first check may be issued as a "paper check". Please plan accordingly.*

I elect to have my paycheck delivered to me in one of the following formats:

Direct Deposit

Please deposit my entire paycheck to my checking account.
You must attach a voided check

Please deposit my entire paycheck to my savings account.
You must attach a Bank Routing # and a Savings Account #

Debit Card

In order to comply with banking policies, set by the Federal Reserve Bank, that enables us to offer you the direct deposit and/or debit card options, we must designate Tuesday as our payday. If you select the direct deposit or debit card option, funds will be available in your account on Tuesday – you will no longer have to depend on the postal service. Direct deposit and a debit card will take time to set up; you will receive notification of when it will start. You must attach a voided check or Bank Routing/Savings Account #'s for Direct Deposit.

SIGNATURE _____ EFFECTIVE DATE _____