

# Millennium Payroll Solutions

Hassle Free Affordable Payroll Solutions

## **DIRECT DEPOSIT AUTHORIZATION AGREEMENT**

I hereby authorize my employer, \_\_\_\_\_ (hereinafter COMPANY) through it's authorized agents (MILLENNIUM PAYROLL SOLUTIONS) to deposit any amounts owed me by initiating credit entries to my account at the financial institution (hereinafter BANK) indicated below. Further, I authorize BANK to accept and to credit any credit entries indicated by COMPANY to my account. In the event that COMPANY deposits funds erroneously into my account, I authorize COMPANY to debit my account for an amount not to exceed the original amount of the erroneous credit and may do so without my notice or additional consent. This authorization is to remain in full force and effect until COMPANY and BANK have received written notice from me of its termination in such time and in such manner as to afford COMPANY and BANK a reasonable opportunity to act on it.

**Employee Name (please print)** \_\_\_\_\_ **Social Security #** \_\_\_\_\_ - \_\_\_\_\_

BEGIN DEPOSIT                      CHANGE INFORMATION                      STOP DIRECT DEPOSIT  
Primary Account

Amount to Deposit: Full amount or \$ \_\_\_\_\_ or % \_\_\_\_\_ of pay check.

Name of Financial Institution: \_\_\_\_\_

Type of Account:                      Checking                      Savings

Routing Number:                      \_\_\_\_\_

Account Number:                      \_\_\_\_\_

-----  
Secondary Account

Amount to Deposit: Full amount or \$ \_\_\_\_\_ or % \_\_\_\_\_ of pay check.

Name of Financial Institution: \_\_\_\_\_

Type of Account:                      Checking                      Savings

Routing Number:                      \_\_\_\_\_

Account Number:                      \_\_\_\_\_

**PLEASE ATTACH A VOID CHECK HERE.  
For EACH Bank Account.**

**FOR SAVINGS ACCOUNTS:**

Please contact your bank.  
The number on your savings deposit slip IS NOT  
a valid routing number.

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

\_\_\_\_\_  
Date