



Human Resources Dept. - Payroll/Benefits

AUTOMATIC DEPOSIT AUTHORIZATION

Please check one:

- Create New Direct Deposit
- Change Current Info
- Delete Current Direct Deposit
- No Change to Current Info

I authorize the City of Fremont (COF) to initiate credit entries, and/or corrections to previous credits, to the institution(s) listed below. I understand that a direct deposit can only be made into an account where I am an approved account holder. Effective **March 1, 2010**, the COF is limiting the deposit to two accounts maximum, unless more than two accounts were already in place prior to this date.

Financial Institution	Routing #	Account #	Type of Account	100% or Specified Amt.
1)			<input type="checkbox"/> Checking <input type="checkbox"/> Savings	
2)			<input type="checkbox"/> Checking <input type="checkbox"/> Savings	

This authorization is to remain in effect until COF has received written notification from me of its termination and the COF is provided reasonable time to act on it, or upon termination of my employment from the COF.

Employee Name	Employee #	Department

Authorizing Signature _____ Date _____

***Please attach a Voided Check or Bank Statement to verify account information.**