

# PAYROLL DIRECT DEPOSIT AUTHORIZATION

I hereby authorize Bastrop County to directly deposit my pay in the bank account(s) listed below in the amount/percentage specified. (If two accounts are designated, and deposits are to be made by specific amount, then the second account must be stated as balance). I have attached a voided check (checking accounts) or deposit slip (savings accounts) for each account specified below. No more than two accounts may be designated. This authorization is to remain in force until Bastrop County has received written authorization from me of its termination or change. Also, I hereby grant Bastrop County the right to correct any such electronic funds transfer resulting from an erroneous overpayment by debiting my account to the extent of such overpayment.

**Account #1 (Check only one)**

- Checking (attach voided check)
- Savings (attach deposit slip and obtain ABA routing number from your bank)

Financial Institution: \_\_\_\_\_

Address (City, State and Zip Code) \_\_\_\_\_

Telephone # \_\_\_\_\_

Personal Account Number:																			
ABA (Routing) Number																			

Amount of pay to be deposited into account: \$ \_\_\_\_\_ or \_\_\_\_\_ %

**Account #2 (Check only one)**

- Checking (attach voided check)
- Savings (attach deposit slip and obtain ABA routing number from your bank)

Financial Institution: \_\_\_\_\_

Address (City, State and Zip Code) \_\_\_\_\_

Telephone # \_\_\_\_\_

Personal Account Number:																			
ABA (Routing) Number																			

Amount of pay to be deposited into account: \$ \_\_\_\_\_ or \_\_\_\_\_ %

Email address for paystub: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_