



[information] [technology] [services]

95 Main Avenue Clifton, NJ 07014 973-256-8220

DIRECT DEPOSIT ENROLLMENT FORM

To enroll in Direct Deposit, simply fill out the attached form and mail it back with your package. Supply a voided check for a checking account or a savings account deposit slip for each account listed below. This will help ensure that you are paid correctly.

Important – Please read and sign before completing and submitting:

I hereby authorize my employer (hereinafter “Company”) to deposit any amounts owed me by initiating credit entries to my accounts at the financial institutions (hereinafter “Bank”) indicated on the bottom of this form. Further, I authorize Bank to accept and to credit any credit entries indicated by Company to my accounts. 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.

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 reasonable opportunity to act on it.

Account Information:

1.) Bank Name/City/State_____

___Checking ___Savings Account Number_____

Routing Number_____

Deposit \$_____ Or Entire Net Amount_____

2.) Bank Name/City/State_____

___Checking ___Savings Account Number_____

Routing Number_____

Remaining Net Amount_____

Please note: Pre-Note takes one pay period.

Any questions, please call Irene Cramer at 973-256-8220

10/17/2005