

ORLEANS CENTRAL SUPERVISORY UNION

130 Kinsey Road, Barton, Vermont 05822
Tel: (802) 525-1204 ♦ www.ocsu.org ♦ Fax: (802) 525-1276

DIRECT DEPOSIT

If you wish to sign up for direct deposit, please complete the bottom of this form and return it to Crista Perkins at the Central Office. .

Note: Your first transaction (which is called a "Pre-notify") is a trial run with the Bank of your choice. (You will receive a regular paycheck on this 'pre-notify") I will send them the information you have provided me and if there are no errors, your following paycheck will be directly deposited. If you have any questions, feel free to contact me.

AUTHORIZATION AGREEMENT

NAME: _____ SS# _____

I hereby authorize the ORLEANS CENTRAL SUPVY. UNION to initiate a credit entry to my bank account(s), hereinafter called the Depository.

BANK NAME: _____

ADDRESS: _____

CITY/STATE/ZIP _____

ABA #:* _____ ACCT # _____ Checking _____ Savings _____ All Proceeds _____

ABA #* _____ ACCT # _____ Checking _____ Savings _____ \$ _____

ABA #* _____ ACCT # _____ Checking _____ Savings _____ \$ _____

*Usually the ABA number is the first nine digits on the bottom of your check. Call your bank to verify your ABA and ACCT numbers.

This authority is to remain in full force and effect until the Orleans Central Supervisory Union and Depository have received written notification from me of its termination in such time and in such manner as to afford the Orleans Central Supervisory Union and Depository a reasonable opportunity to act on it. (one month's advance notice)

Date: _____

Signed: _____