



## Direct Deposit Authorization

Legal Name: \_\_\_\_\_

Bank Name: \_\_\_\_\_

**Fiscal Assistance, Inc. requires** all employees to select a direct deposit option, either an account/s you specify **or** a Bank Corp Rapid pay debit card. If account verification information (voided check or bank letter) isn't provided at the time of employment, a Rapid pay card will be issued to you and will be used until other account information/verification is provided.

Please select **at least one** direct deposit option, and indicate the percentage of earnings you would like deposited to each account. **You need to provide verification information for each account you choose.**

**Checking:** \_\_\_\_\_ % Attach either a **voided check** or **a letter from the bank**

- Letter must be printed on bank letterhead
- Must have the routing and account numbers for the account
- Must be typed with name/s of the account holder/s
- Starter checks may not be used

**Savings:** \_\_\_\_\_ % Attach a **letter from the bank.**

- Must be printed on bank letterhead
- Must have the routing and account numbers for the account
- Must be typed with name/s of the account holder/s

**WEX Rapid Pay Card:** I authorize Fiscal Assistance, Inc. to issue me a Bank Corp Rapid pay debit card using my identifying information and initiate payroll deposits to this card account. (You will receive your card in approximately 2 weeks)

I hereby authorize Fiscal Assistance, Inc. to initiate credit entries and, if necessary, debit entries and adjustments for any credit entries in error to my bank account at the financial institution noted above. This authorization is to remain in full force and affect until Fiscal Assistance, Inc. receives written notice from me of its termination, in such time and manner as to allow Fiscal Assistance, Inc. and the financial institution a reasonable opportunity to act on it.

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

**\*\*Check box if this is a CHANGE from your current Direct Deposit\*\***

**Please attach a copy of a voided check and/or a verification letter from your bank – If this information isn't attached you will be issued a Rapid Pay Card until account verification information is received**