



SECONDARY DIRECT DEPOSIT ENROLLMENT FORM PAYROLL

The Secondary Direct Deposit Program is an optional benefit offered to all FT/PT employees. Completing this form will allow employees to directly deposit a specified dollar amount to a secondary bank account. Please note this is only for Payroll direct deposits.

Submit the completed form in person, with photo ID, to the Payroll Office (Upper N-Wing). A voided check is not required. Please allow 5 to 10 business days, from the time the form is received by the Payroll Office, for the change to take effect.

ONCE ACTIVATED, PLEASE CANCEL YOUR DIRECT DEPOSIT BEFORE CLOSING YOUR ACCOUNT

EMPLOYEE INFORMATION	
Z Number:	Last 4 digits of SSN/EIN #
Name:	

I hereby authorize Stockton University to initiate credit entries to my account in the bank named below:

BANK INFORMATION	
Bank Name:	
Bank Routing/Transit Number (9 digits required):	
Your Account Number (up to 17 digits permitted):	
Account Type:	Checking <input type="checkbox"/> OR Savings <input type="checkbox"/>
Dollar Amount: \$	

This authority is to remain in full force and effective until Stockton University has received written notification, in accordance with published schedules, from me of its termination.

SIGNATURE:		DATE:	
------------	--	-------	--

Note: Your written signature is required to authorize this request.

