

City of Ripon
ELECTRONIC FUNDS TRANSFER AUTHORIZATION

***Please attached a pre-printed voided check or if the account you want to setup is new or is a Savings account, a letter, on bank letterhead, stating your account information (routing# & account#) signed by a teller will suffice. Please submit proper backup for each account you wish to setup. ***

Employee Information

Name _____

Address _____
(# and Street) (City) (State) (Zip)

Phone # (_____) _____

Authorization

I hereby authorize my employer, the City of Ripon, to directly deposit my pay in the bank account(s) listed below in the amounts specified. I have attached a pre-printed voided check or other proper backup for each account specified below. I understand that any amount not specified will automatically result in a check being issued to me. This authorization is to remain in force until the City of Ripon has received written authorization from me of its termination or change.

Also, I grant the City of Ripon the right to correct any Electronic Fund Transfer resulting from an erroneous overpayment by debiting my account to the extent of such overpayment.

 _____
Employee Signature

Effective Date

Financial Institution Information

Account #1 (<input checked="" type="checkbox"/>) Check one <input type="checkbox"/> Checking <input type="checkbox"/> Savings Account # _____ Financial Institution _____ Address _____ City _____ State _____ Zip _____ \$ Amount OR % of Pay to be deposited _____	Account #2 (<input checked="" type="checkbox"/>) Check one <input type="checkbox"/> Checking <input type="checkbox"/> Savings Account # _____ Financial Institution _____ Address _____ City _____ State _____ Zip _____ \$ Amount OR % of Pay to be deposited _____
Account #3 (<input checked="" type="checkbox"/>) Check one <input type="checkbox"/> Checking <input type="checkbox"/> Savings Account # _____ Financial Institution _____ Address _____ City _____ State _____ Zip _____ \$ Amount OR % of Pay to be deposited _____	Account #4 (<input checked="" type="checkbox"/>) Check one <input type="checkbox"/> Checking <input type="checkbox"/> Savings Account # _____ Financial Institution _____ Address _____ City _____ State _____ Zip _____ \$ Amount OR % of Pay to be deposited _____