

NORTHLAND COLLEGE

Authorization for Payroll Direct Deposit (Faculty & Staff Only)

Name: _____

ID: _____

- I authorize you and the financial institution(s) listed below to initiate electronic credit entries each payday, and if necessary, debit entries and adjustments for any credit entries in error.
- This authorization replaces any previous authorizations submitted by you and must include all direct deposit accounts.
- Direct deposit requires a pre-note waiting period and will be effective on the **second** pay period following submittal of this form. During the pre-note waiting period, your pay will be in the form of a negotiable check.
- The maximum number of accounts that can be used at one time is 5. You may use up to 3 different checking accounts and 2 different savings accounts.

Bank Name	Account Number	Routing Number <small>(between these symbols ■ : on the bottom of your check)</small>	Account Type <small>(checking or savings)</small>	Amount <small>(\$\$, "All" or "Remainder")</small>

Signature: _____ Date: _____

***Please forward completed form to the payroll.**