

# Helpmates®

## Direct Deposit Authorization

For your convenience, Helpmates will deposit your "take home" pay directly into your bank account. On your regularly scheduled payday, Helpmates will transfer your net pay to the financial institution(s) of your choice and provide you with your check advice (instead of a paycheck) online. To take advantage of this free service, complete, sign and return this form.

BRANCH OFFICE SUBMITTING \_\_\_\_\_

BANK NAME \_\_\_\_\_ BRANCH \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

ABA ROUTING NUMBER \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

ACCOUNTHOLDER NAME \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

I AUTHORIZE HELPMATES TO INITIATE CREDIT ENTRIES AND, IF NECESSARY, TO INITIATE ANY ACTIONS TO REVERSE OR CORRECT AN ERRONEOUS CREDIT ENTRY TO MY ACCOUNT AT THE FINANCIAL INSTITUTION NOTED ABOVE, FOR THE PURPOSE OF AUTOMATICALLY DEPOSITING MY PAYCHECK INTO MY ACCOUNT.

I UNDERSTAND THAT THIS AUTHORIZATION REPLACES ANY PREVIOUS AUTHORIZATION AND WILL REMAIN IN FULL FORCE AND EFFECT UNTIL HELPMATES HAS RECEIVED WRITTEN NOTIFICATION FROM ME OF ITS TERMINATION IN SUCH TIME AND IN SUCH MANNER AS TO AFFORD HELPMATES AND THE FINANCIAL INSTITUTION A REASONABLE OPPORTUNITY TO ACT ON IT.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Attach: voided check for checking accounts OR savings deposit slip for savings accounts**

**Form will not be processed without information below.**

Jane A. Doe 1000 Main St. Anywhere, USA 10001	Date _____	3680
PAY TO THE ORDER OF _____	\$ <input type="text"/>	
		DOLLARS
MEMO _____	X _____	
⑆ 123456789 ⑆ 11484620040 ⑆ 3680		

Transit/ABA No.

Account No.