

MORGAN COUNTY COMMISSION
DIRECT DEPOSIT AUTHORIZATION FORM

Employee Name: _____

I wish to have my employer, **Morgan County Commission**, deposit my net pay and/or a fixed amount(s) as indicated. I agree to notify my employer immediately, in writing, of any changes to the information so that my pay may be properly distributed. I understand that in the event my employer notifies my financial institution that I am not entitled to the funds deposited to my account, my bank is authorized to debit my account for the amount of the adjustment. I understand that in the event my financial institution is not able to deposit any electronic transfer into my account due to any action I take; that I am responsible for any resulting bank fees incurred, and that my employer cannot issue the payroll funds to me until the funds are returned to my employer by my financial institution.

As required by the Federal Office of Foreign Asset Control in support of U.S.C. Title 50, War and National Defense, I attest that the full amount of my direct deposit is not being forwarded to a bank in another country and that if at any point I establish a standing order for my receiving bank to forward the full direct deposit to a bank in another country, I will inform my employing agency immediately.

Please note that, due to timing differences and pre-notifications, new or changed direct deposits may result in one paper check after this form has been submitted. Please do not close your account(s) without giving your payroll office two weeks prior notice.

Employee Signature: _____ Date: _____

Attach a void check from each financial institution you list below

Action	Name of Financial Institution	Routing Number	Account Number	Amt. of Deposit	Ck. / Sav. Acct.
<input type="checkbox"/> New <input type="checkbox"/> Change <input type="checkbox"/> Stop				<input type="checkbox"/> Net <input type="checkbox"/> \$_____	<input type="checkbox"/> Checking OR <input type="checkbox"/> Savings
<input type="checkbox"/> New <input type="checkbox"/> Change <input type="checkbox"/> Stop				<input type="checkbox"/> Net <input type="checkbox"/> \$_____	<input type="checkbox"/> Checking OR <input type="checkbox"/> Savings
<input type="checkbox"/> New <input type="checkbox"/> Change <input type="checkbox"/> Stop				<input type="checkbox"/> Net <input type="checkbox"/> \$_____	<input type="checkbox"/> Checking OR <input type="checkbox"/> Savings
<input type="checkbox"/> New <input type="checkbox"/> Change <input type="checkbox"/> Stop				<input type="checkbox"/> Net <input type="checkbox"/> \$_____	<input type="checkbox"/> Checking OR <input type="checkbox"/> Savings