

Electronic Payment Authorization Form

Get your pay the easy way! Make payday quick and easy by switching to electronic payments.

You have two convenient electronic options:

AccelaPay® Visa® Card

With the AccelaPay Visa Card, your pay will be deposited onto a prepaid Visa card. The AccelaPay Visa Card can be used to make purchases everywhere Visa debit cards are accepted worldwide. There is no monthly fee, and you can get cash at any Visa/Plus ATM.*

OR

Direct Deposit

By choosing traditional direct deposit, your pay will be deposited directly into your checking or savings account each payday.

First Name _____ M.I. _____ Last Name _____

SS# _____ Date of Birth _____

Address _____ Apt.# _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____

[Only fill out following information if choosing Direct Deposit]

Checking

Savings

Note: Make sure to attach a voided check at the bottom of the form.

Depository (Bank) Name _____ Branch _____

City _____ State _____ Zip _____

Transit/ABA# _____ Account# _____

I hereby authorize my employer to initiate credit entries (deposits) and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my AccelaPay Visa Card or bank account indicated above or bank account indicated above. This authorization will remain in effect until cancelled by me with written notification to my employer.

Signature _____ Date _____

If choosing direct deposit...
PLEASE ATTACH A VOIDED CHECK OR COPY OF CHECK HERE
Do not attach a deposit slip, the routing number is not always correct

*Some fees may apply. Please refer to the back of your card carrier for a list of potential fees.

