

# Direct Deposit Change Notice & Authorization

A direct deposit is a pre-authorized electronic deposit into your checking or savings account, usually from an employer. To switch a direct deposit to your RBC Bank account, complete the following information and provide this form to your employer's human resources department. (There is a separate form available if your direct deposit will be from a government agency.)

If the direct deposit is not payroll related, please contact the Payer and determine if an electronic deposit may be established.

**Note:** You may need to provide a voided check or deposit ticket in addition to this form.

## Direct Deposit Account Information

Account Owner Name

Account Owner Address – Street, City, State, Zip

Phone Number

Social Security Number

## Direct Deposit Source

Company Name

Company Address – Street, City, State, Zip

## Direct Deposit Instructions

Deposit entire amount

To Account Number

Routing Number

Check here only if this is a change to an existing direct deposit

## Direct Deposit Authorization

I hereby authorize the above-listed Company to deposit my funds to the RBC Bank account noted. This authorization is to remain in full force and effect until I provide notice of change or cancellation.

Account Owner Signature

Date