

# Direct Deposit Authorization

Staff Member's Name: \_\_\_\_\_

Camp/CIT: \_\_\_\_\_

**Paychecks are by electronic deposit directly to your bank account only. Please complete the form below to ensure we are able to direct your paycheck to the appropriate bank.**

*This authorizes Samoset Council, Boy Scouts of America to send credit entries (and appropriate debit and adjustment entries), electronically or by any other commercially accepted method, to my account indicated below. This authorizes the financial institution holding the account to post all such entries. This authorization will be in effect until Samoset Council receives a written termination notice from myself and has a reasonable opportunity to act on it.*

Bank Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Type of Account:     Checking Account             Savings Account

Bank Routing Number: 

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Checking/Savings Account Number: \_\_\_\_\_

\_\_\_\_\_  
*Account Owner's Signature*

\_\_\_\_\_  
*Staff Member's Signature*

\_\_\_\_\_  
*Date*

**IMPORTANT: This document must be signed by employees requesting automatic deposit of paychecks and retained on file by the employer. Do not send this form to your bank. Employees must attach a voided check for their account to help verify their account numbers and bank routing numbers.**