DIRECT DEPOSIT PAYROLL INSTRUCTIONS

ew Account for SAU Payroll	Change Existing Account with SAU Payroll
ır Name	Student ID #
ase indicate how much of your Net Earning Account: To your Bank Account (up to 2)	ngs (up to 25%) to be electronically transferred to your Person (25%):
te: Unless special arrangements are made less you are on the Federal Work Study p	with the Student Finance Office, 75% of your gross earnings program) will go to your student account.
YPE OF ACCOUNT: (Choose one)	CHECKING SAVINGS
ATTACH VOIDED	ችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችችች
Bank Name:	
Routing #:	
Account #:	
The numbers	s at the bottom of a check identify
your ro	outing and account numbers.
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The account number I have specified above is to be used for the direct deposit of my net payroll earnings, as indicated by the above percentage. Should I need to change the bank and/or bank account number I will give at least one week's notice to the Human Resources office.

Your Signature Date