

**PAYROLL AUTHORIZATION FOR DIRECT DEPOSIT
INTO EMPLOYEE'S ACCOUNT/ACCOUNTS
TREASURER AND RECEIVER GENERAL**

SECTION 1: Employee Information

Employee Name: _____ Employee I.D.: _____

SECTION 2: Direct Deposit Information (fill in as necessary)

Instructions: Direct deposits are distributed to accounts in order of the priority starting with priority '1'. The total of the percentages can not exceed 100%. Designate one (and only one) account to receive any excess funds left over after all direct deposits are processed. Check 'Partial Allowed?' to allow the direct deposit amount to be less than the amount entered in the 'Amount' or 'Percent of Net Pay' fields.

Percent of	Excess?	Partial	*Transit	Account	Checking/
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