**Students Only**

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

 (**Please print your full name**)

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Banner ID#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby request and authorize Wellesley College to deposit my pay to my account and bank indicated below, or to charge my account for a deposit made in error.

It is understood that this agreement may be terminated at any time by written notification to my employer. This notification shall take effect only for deposits made by my employer after receipt of such notification and after a reasonable opportunity to act on it.

|  |  |  |
| --- | --- | --- |
| Name of Bank | Account # | Routing # |

|  |  |  |
| --- | --- | --- |
| Type of Account:**Check one** | Savings | Checking |

Your Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In order to sign up for direct-deposit, you must attach a copy of a personal check. For security reason, we recommend that it is cancelled or marked void

# PLEASE STAPLE A YOUR CHECK HERE