

Platinum Finance & Tax Direct Deposit Authorization

Company Name: _____
Employee ID: _____
Employee Name: _____

*This sheet only holds information for 3 accounts. Submit additional sheets as necessary.
Important! Please allow 7 business days prior to pay date for new account designations.*

Account #1

Bank Name: _____
Type of Account: Checking Savings
Bank Routing Code: _____
Account Number: _____
Retype Account Number: _____
Primary Account: Yes
Dollar Amount: _____ Leave blank for your primary account.

Account #2

Bank Name: _____
Type of Account: Checking Savings
Bank Routing Code: _____
Account Number: _____
Retype Account Number: _____
Primary Account: Yes
Dollar Amount: _____ Leave blank for your primary account.

Account #3

Bank Name: _____
Type of Account: Checking Savings
Bank Routing Code: _____
Account Number: _____
Retype Account Number: _____
Primary Account: Yes
Dollar Amount: _____ Leave blank for your primary account.

I hereby authorize my employer or Platinum Finance & Tax to initiate credit entries into my personal account(s) at the above listed bank(s) for my net pay each pay period. I further authorize my employer to debit my personal account(s) for any credit entries posted to my account(s) in error. This authority remains in force until terminated by me or by Platinum Finance & Tax.

Employee Signature

Date