Caltech HUMANRESOURCES HUMAN SOLUTIONS

Caltech Payroll Direct Deposit Program - Authorization Form

I hereby authorize California Institute of Technology (Caltech) to initiate all applicable payroll related entries to my account as indicated below.

Please provide a valid phone number below. For security purposes, you will be receiving a phone call to authenticate your identity. Direct Deposit forms cannot be processed until we speak with you.

Fax completed forms to HR Records at 626-395-2809.

Employee Information

Name	
UID	
Phone Number	

Account #1

Please Circle the Correct Account Type	Checking Savings
Deposit Total Paycheck into this Account?	Yes No
Amount to Deposit if not the Total Paycheck	Alternate Amount: $_____
Account Number	
Routing Transit Number	
Bank Name	
Bank Branch	

Account #2

Please Circle the Correct Account Type	Checking Savings
Deposit Total Paycheck into this Account?	Yes No
Amount to Deposit if not the Total Paycheck	Alternate Amount: $_____
Account Number	
Routing Transit Number	
Bank Name	
Bank Branch	

Authorized Signature _____

If you have questions, please call 626-395-6476 or email hrrecords@caltech.edu.