

## Caltech Payroll Direct Deposit Program - Authorization Form

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

Any changes of banking institutions, account numbers, or cancellation must be reported by completing a new request and submitting it to Record Services - MC 154-84.

### ***Employee Information***

Name	
UID	
Campus Extension	

### ***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 \_\_\_\_\_

**Please submit this completed form to Records Services MC 154-84**

**It is not required, but if available, please attach a voided check.**