BALL STATE UNIVERSITY PAYROLL & EMPLOYEE BENEFITS Authorization for Direct Deposit

Instructions:

- 1. Fill in the form.
- 2. Direct deposit can be made up to 4 financial institutions. To designate deposits to more than two financial institutions, please submit a second Authorization form and re-number the form to match your allocation up to a maximum of four banking designations.
- Print the completed form, sign and mail on campus to:
 BALL STATE UNIVERSITY~ PAYROLL DEPARTMENT~AD Rm. 029~2000 W. University Ave Muncie, IN 47306

BSU ID:				
Last Name:	First Name:		M.I	
START direct deposit to the financial institution(s) noted below	STOP direct deposit send to payroll BEFORE closing your account		CHANGE my current direct deposit by stopping a all authorizations now in for with the financial information	rce by me and replacing
NOTE: You may designate direct dep distribute ALL PAYROLL payments from			out not both. This direct deposit in	formation will be used to
1) Financial Institution	:			
Bank Routing Nur	nber:			
Bank Account Nu	mber:			
Complete only 1	of the following: Checking	s	avings	
	_percent (%) OR	\$	Amount	
Only complete if you elect to des or account.	ignate the remaining	g portion o	f your direct deposit to additior	nal financial institution
	:			
Bank Routing Nur	nber:			
Bank Account Nu	mber:			
Complete only 1	of the following:			
	Checking	S	avings	
	_percent (%) OR	\$	Amount	
I hereby authorize Ball State University to understand that the very earliest I can e change or terminate my account(s) without	expect my checking or sa	ving account(s	s) to be credited will be on payday. I	
Signature:		Date: _		