



1st pay will be a check

Mandatory

**Payroll Direct Deposit
Authorization Agreement for Automatic Deposits (ACH Credits)**

I hereby authorize the Muskingum Valley Educational Service Center (MVESC) to initiate credit (deposit) entries, and to initiate, if necessary, debit entries and adjustments for any credit entries made in error, to the accounts indicated below, and the bank's/credit union's named below, to credit and/or debit the same accounts.

 New **Addition** **Change to existing**

First Account Type: Checking Savings

Bank/Credit Union Name: _____

City: _____ State: _____ Zip: _____

Transit/ABA No.: _____ Account No.: _____

Deposit amount: \$ _____ (Please attach voided check or deposit ticket.)

Second Account Type: Checking Savings

Bank/Credit Union Name: _____

City: _____ State: _____ Zip: _____

Transit/ABA No.: _____ Account No.: _____

Deposit amount: \$ _____ (Please attach voided check or deposit ticket.)

Third Account Type: Checking Savings

Bank/Credit Union Name: _____

City: _____ State: _____ Zip: _____

Transit/ABA No.: _____ Account No.: _____

Deposit amount: \$ _____ (Please attach voided check or deposit ticket.)

This authority is to remain in full force and effect until MVESC has received written notification from me of its termination. I agree to notify MVESC of my intent to terminate this agreement two weeks prior to the requested termination date.

Signature: _____

Name/Printed: _____

Email address _____

Date: _____

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