Direct Deposit Authorization Form

Use this **direct deposit authorization form sample** to streamline payroll processing for companies, ensuring employees receive payments securely and promptly. The form collects essential banking details, authorizing employers to deposit salaries directly into employee accounts. This efficient method reduces paperwork and enhances payment accuracy for payroll departments.

Employee Information

Full Name

Home Address

Email

Employee ID (if applicable)

Bank Account Information

Bank Name

Account Type

☐ Checking ☐ Savings

Routing Number

Account Number

Authorization

I authorize [Company Name] to deposit my wages directly into my bank account listed above. This authorization will remain in effect until I provide written notice of cancellation.

Employee Signature

Date

Submit Authorization

Attach Voided Check:
Please attach a voided check or a direct deposit form from your financial institution for verification purposes (if required).