

# Bank Account Authorization Form for Payroll

This **bank account authorization form** for payroll allows employees to securely provide their banking details for direct salary deposits. It ensures accurate and timely payment processing by authorizing the employer to deposit wages directly into the specified account. Completing this form helps streamline payroll operations and reduces payment errors.

## Employee Information

Full Name

Employee ID

Department

## Bank Account Details

Bank Name

Bank Branch

Account Holder Name

Account Number

Routing Number / SWIFT Code

Account Type

## Authorization

I hereby authorize my employer to deposit my wages directly into the account specified above. This authorization will remain in effect until I submit written notice of cancellation.

Employee Signature

Date

Submit

*For payroll office use only:*

Date Processed: \_\_\_\_\_ Processed By: \_\_\_\_\_