

# Employee Authorization Form for Direct Deposit

This **employee authorization form** sample is designed to authorize direct deposit of payroll payments. It ensures accurate and timely transfer of funds directly into an employee's bank account. Using this form streamlines payroll processing and improves payment security.

## Employee Information

Full Name

Employee ID (if applicable)

Email Address

## Bank Account Information

Bank Name

Routing Number

Account Number

Account Type

## Authorization

I hereby authorize **[Company Name]** to directly deposit my payroll payment into the account listed above each pay period. This authorization shall remain in effect until I provide written notice of change or termination.

Employee Signature

Date

Submit

**Note:** Please attach a voided check or an official account verification letter for account validation.