

# Direct Deposit Authorization Form

(Sample for Employees)

The **direct deposit authorization form sample** for employees allows easy setup of automatic salary payments directly into bank accounts, ensuring timely and secure transactions. This form typically includes employee details, bank account information, and authorization consent, simplifying payroll processing. Utilizing this form helps streamline the payment process and reduces the risk of errors or delays.

## Employee Information

**Full Name**

**Employee ID**

**Department**

**Email Address**

## Bank Account Information

**Bank Name**

**Account Type**

**Routing Number**

**Account Number**

## Authorization

I hereby authorize **[Employer Name]** to deposit my entire net pay automatically into the bank account listed above. This authorization remains in effect until I submit a written cancellation.

**Employee Signature**

**Date**

Please attach a voided check or bank document to verify your account information.