

# Utah State University Payroll

## **DIRECT DEPOSIT SIGN UP OR ADDRESS CHANGE**

PLEASE FILL OUT ALL APPLICABLE SECTIONS

\_\_\_\_\_  
CURRENT LAST NAME

\_\_\_\_\_  
FIRST

\_\_\_\_\_  
MIDDLE

\_\_\_\_\_  
BANNER A#

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHONE NUMBER

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### ADDRESS CHANGE

\_\_\_\_\_  
NEW STREET ADDRESS

\_\_\_\_\_  
NEW CITY,

\_\_\_\_\_  
NEW STATE

\_\_\_\_\_  
NEW ZIP CODE

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### PRIMARY DIRECT DEPOSIT

I AUTHORIZE THE U.S.U. PAYROLL OFFICE TO DIRECT DEPOSIT MY CHECK WITH:

\_\_\_\_\_  
NAME OF BANK

\_\_\_\_\_  
ACCOUNT #

\_\_\_\_\_  
CHECKING/SAVINGS  
(PLEASE CIRCLE ONE)

(AN ORIGINAL VOIDED CHECK OR PROOF OF SAVINGS ACCT MUST BE ATTACHED.)

\_\_\_\_\_  
ROUTING #

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### SECONDARY DIRECT DEPOSIT

I AUTHORIZE THE U.S.U. PAYROLL OFFICE TO DIRECT DEPOSIT THE FOLLOWING FIXED AMT OR PERCENTAGE OF MY CHECK WITH:

FIXED AMOUNT \$ \_\_\_\_\_

OR

PERCENT \_\_\_\_\_ %

\_\_\_\_\_  
NAME OF BANK

\_\_\_\_\_  
ACCOUNT #

\_\_\_\_\_  
CHECKING/SAVINGS  
(PLEASE CIRCLE ONE)

(AN ORIGINAL VOIDED CHECK OR PROOF OF SAVINGS ACCT MUST BE ATTACHED.)

\_\_\_\_\_  
ROUTING #