

DIRECT DEPOSIT AUTHORIZATION/CHANGE

I understand that a pre-note has to be sent to the bank for verification of information. The direct deposit will be processed after release by the bank.

I authorize Bryant University and my bank, named below, to deposit my net pay or \$_____ automatically to checking savings account. Also, my employer is authorized to adjust any over-deposits made to my account and I will not hold my bank liable for deposits or adjustments made by my employer.

Bank Transit Routing #_____ My account number is _____

Bank Name_____ Location_____

If this information is in addition to current direct deposit instructions, please identify what additional action is required by checking any/all boxes that apply:

- Change direct deposit amount only (Indicate new amount above).
- Add new account (**Please attach a voided check for checking accounts**).
- Stop current direct deposit to checking account number _____.
- Stop current direct deposit to savings account number _____.

I understand that making this direct deposit initiation/change will activate an electronic-only version of the direct deposit advice being produced. To obtain a printed copy, I will need to log in to www.intersourcing.com and select Myself , then select Pay and the current printable copy will appear on the screen.

Employee Signature_____

Print Name_____ Date_____