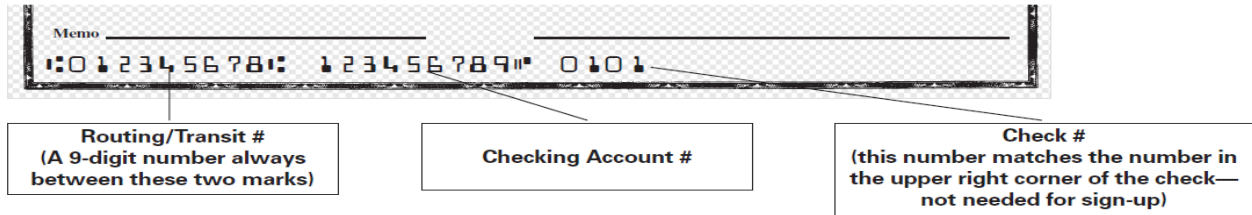


Employee Direct Deposit Enrollment Form

To enroll in Full Service Direct Deposit, simply fill out this form and give it to your HR Manager. Attach a voided check for each checking account, not a deposit slip. If depositing to a savings account, ask your bank to provide you with the routing number for your savings account, the routing number isn't always the same as the number on a savings deposit slip. This will help to ensure you are paid correctly.

Below is a sample check MICR line, detailing where the information necessary to complete this form can be found.



Please read and sign below

I hereby authorize Burrell College of Osteopathic Medicine (BCOM) to directly deposit any amounts owed to me, by initiating credit entries to my account at the financial institution (hereinafter "Bank") indicated on this form. Further, I authorize the Bank to accept and to credit any credit entries indicated by Employer to my account. In the event that Employer deposits funds erroneously into my account, I authorize Employer to debit my account for an amount not to exceed the original amount of the erroneous credit.

This authorization is to remain in full force and effect until Employer has received written notice from me of its termination or change in such time and in such manner as to afford Employer reasonable opportunity to act on it.

Employee Name: _____ Social Security #: ____-____-____

Employee Signature: _____ Date: _____

Account Information

The last item must be for the remaining amount owed to you. Make sure to indicate what kind of account, along with amount to be deposited, if less than your total new paycheck.

1. Bank Name/City/State: _____

Routing/Transit #: _____ Account Number: _____

Checking Savings I wish to deposit: \$ _____ or Entire Net Amount

2. Bank Name/City/State: _____

Routing/Transit #: _____ Account Number: _____

Checking Savings I wish to deposit: \$ _____ or Entire Net Amount

3. Bank Name/City/State: _____

Routing/Transit #: _____ Account Number: _____

Checking Savings I wish to deposit: \$ _____ or Entire Net Amount

*Pre-Note Completed On: _____ By: _____