UNIVERSITY CORPORATION AT MONTEREY BAY

DIRECT DEPOSIT AUTHORIZATION

I authorize University Corporation of CSU Monterey Bay (Originator) and Wells Fargo Bank N.A. (Originating Depository Financial Institution) as listed below to initiate electronic entries to the account of my choice indicated below each payday. This authority will remain in effect until I have canceled it in writing.

Print Name

XXX-XX-

Social Security Number

Direct Deposit #1   Choose type of account: ☐ Checking Account   ☐ Savings Account

Action requested: ☐ New   ☐ Add Additional   ☐ Change Amount   ☐ Cancel

FINANCIAL INSTITUTION

NAME ON ACCOUNT (PLEASE PRINT)

ROUTING NUMBER

ACCOUNT NUMBER

Amount to be deposited $_____ (Write "ALL" if entire amount is to be deposited.)

Direct Deposit #2   Choose type of account: ☐ Checking Account   ☐ Savings Account

Action requested: ☐ New   ☐ Add Additional   ☐ Change Amount   ☐ Cancel

FINANCIAL INSTITUTION

NAME ON ACCOUNT (PLEASE PRINT)

ROUTING NUMBER

ACCOUNT NUMBER

Amount to be deposited $_____ (Write "ALL" if entire amount is to be deposited.)

Under California law, pay statements must be issued in writing and deductions made from wages must be recorded "in ink or other indelible form". The University Corporation provides the Direct Deposit Earnings Statement for our employees online. Please select one of the following options:

☐ I wish to receive a paper earnings statement

☐ I wish to view my direct deposit statements online

Signature

Date

IMPORTANT NOTE: In addition to this authorization, a voided check or bank specification letter is REQUIRED to enroll in direct deposit.

The University Corporation cannot guarantee that funds will be credited to your account on the scheduled date; therefore, you should always verify with your bank that funds are available before issuing transactions against your payroll deposit.

PLEASE UPLOAD THIS COMPLETED FORM AND SECONDARY VERIFICATION TO YOUR GoCo PROFILE, UNDER THE WORKFLOW TITLED "Direct Deposit Enrollment/Changes". If this workflow has not already been initiated for you, please review the instructions here to start the workflow for yourself.

Accepted by:_____

Date:_____