

## Authorization for Direct Deposit

This authorizes Leclerc Group Accounting & Payroll to coordinate the transmission of credit entries (and appropriate debit and adjustment entries), to the bank account(s) indicated below. This authorizes the financial institution holding the account(s) to post all such entries.

### Account Information:

Employee Name: \_\_\_\_\_  
Employer: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Routing Number: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Account Type: \_\_\_\_\_

**If you would like your pay deposited into two different accounts, please complete the next section:**

Amount to deposit into the account above (\$ or %): \_\_\_\_\_  
The remainder will be deposited into the following account:  
Bank Name: \_\_\_\_\_  
Routing Number: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Account Type: \_\_\_\_\_

**\* Please attach a voided check(s)**

This authorization will remain in effect until Leclerc Group Accounting & Payroll receives a written termination notice from said account holder and has a reasonable opportunity to act on it.

PRINTED NAME(S): \_\_\_\_\_

SIGNATURE(S): \_\_\_\_\_

DATE(S): \_\_\_\_\_