

# DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971  
 (530) 283-6444 FAX (530) 283-6160



## County of Plumas Employee Authorization Form

### Automatic Payroll Deposits

**A voided check MUST be included to process your direct deposit**

I authorize Plumas County to initiate credit entries or changes for my payroll funds and the correction entries, if necessary, to my accounts listed below:

NAME: \_\_\_\_\_ SOCIAL SECURITY NUMBER: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

AMOUNT	BANK NAME	BANK ROUTING NUMBER	TYPE	ACCOUNT NUMBER	
			<input type="checkbox"/> Checking <input type="checkbox"/> Savings		<input type="checkbox"/> New <input type="checkbox"/> Add Account <input type="checkbox"/> Delete Account <input type="checkbox"/> Change Amount <input type="checkbox"/> Stop Direct Deposit
			<input type="checkbox"/> Checking <input type="checkbox"/> Savings		<input type="checkbox"/> New <input type="checkbox"/> Add Account <input type="checkbox"/> Delete Account <input type="checkbox"/> Change Amount <input type="checkbox"/> Stop Direct Deposit
			<input type="checkbox"/> Checking <input type="checkbox"/> Savings		<input type="checkbox"/> New <input type="checkbox"/> Add Account <input type="checkbox"/> Delete Account <input type="checkbox"/> Change Amount <input type="checkbox"/> Stop Direct Deposit

Pre-Note \_\_\_\_\_