

DEPARTMENT OF HUMAN RESOURCES

1446 East Main Street, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160



County of Plumas Employee Authorization Form

Automatic Payroll Deposits

A voided check or direct deposit enrollment form from your financial Institution 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: _____

Employee ID #: _____

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 _____