AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSITS

NYE COUNTY TREASURER'S OFFICE
PO BOX 473, Tonopah, NV 89049
(775) 482-8147 / Fax (775) 482-8193

Nye County Payroll

Employee Name: _____

Social Security #: _____ Work Phone #: _____ Home Phone #: _____

Mailing Address: _____

Department: _____ Position: _____

Please tell us how you would like your checks to be delivered by filling in the appropriate sections below.

___ Please fleet my check to _____ department in _____(city).

___ Please mail my check to my home address.

___ Please email my direct deposit paystub to email address:_____

AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSITS

I hereby authorize Nye County Treasurer's Office to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my account indicated below and the depositor financial insitution named below.

☐ I am a new direct deposit customer
☐ I am making a change to my existing direct deposit:
☐ Adding additional account ☐ Dropping account ☐ Change deposit amount
☐ Please cancel my direct deposit entirely, effective: _____

Account #1:

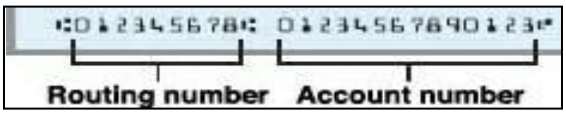
☐ Checking ☐ Savings

Bank name: _____ Branch: _____ Phone #: _____

Branch address: _____

Routing #: _____ Account #: _____

Amount Per Pay Day: $_____



Example

Account #2:

☐ Checking ☐ Savings

Bank name: _____ Branch: _____ Phone #: _____

Branch address: _____

Routing #: _____ Account #: _____

Amount Per Pay Day: $_____

Please attach a voided check or copy of check to this form. This form will not be processed unless all information is complete.

This authority is to remain in full force and effect until Nye County Treasurer's Office has received written notification from me of its termination in such time as to afford Nye county Treasurer's Office a reasonable opportunity to act on it.

Signed: _____ ***Date:*** _____

Treasurer's office date received & completed: _____