

# University of Kentucky

## AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

*A Benefit for University of Kentucky Employees*

### DIRECT DEPOSIT OF PAYROLL CHECKS

As an employee of the University of Kentucky, you can now take advantage of the convenience and security of having your pay automatically deposited in your personal bank account. By choosing to automatically deposit your pay into the personal account of your choice, you can . . .

- Eliminate trips or mailing to the bank to deposit paychecks.
- Be assured your pay will be deposited on payday even when you are on vacation or out of town.
- Eliminate the danger of lost and stolen checks.

The direct deposit service is available to you no matter where you bank in Kentucky, or, in fact, in the entire country, as long as your bank is a member of the National Automated Clearing House (NACHA). We will deposit your pay, on payday, to any of the 12,000 commercial banks, savings and loan institutions, and credit unions which are members of the NACHA organization.

Obtaining the benefits of direct deposit service takes only two easy steps.

1. Complete the attached authorization agreement.
2. Forward the authorization agreement to the University of Kentucky Payroll Office, Room 340 Service Building, 40506-0005

Please contact the University of Kentucky Payroll Office if you have any additional questions, or if you need assistance in enrolling in the program.

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Employee \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
Last First Initial

Direct Deposit to: **UNIVERSITY OF KENTUCKY FEDERAL CREDIT UNION**  
**2557 Sir Barton Way**  
**Lexington, Kentucky 40509**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> "1" New enrollment | <input type="checkbox"/> "2" Change in banks or accounts | <input type="checkbox"/> "3" Stop direct deposit |
| <input type="checkbox"/> "C" Checking       | <input type="checkbox"/> "S" Savings                     | <input type="checkbox"/> "M" Money Market        |

I hereby authorize the University of Kentucky to deposit my net pay automatically to my account at the financial institution indicated above.

*I also authorize withdrawal transactions from my account in the event of an overpayment or erroneous deposit.*

### For Office of Controller/Treasurer Use Only

**Bank/financial institution transit routing number: 242176129**

**Employee bank account number:** \_\_\_\_\_

\_\_\_\_\_  
UK Employee Signature Date

\_\_\_\_\_  
UKFCU Credit Union Employee Signature Date Phone