



Student Payroll Direct Deposit (ACH Credits) Account Authorization Form

Student Employee Name (please print clearly)

\_\_\_\_\_
First Middle Initial Last

Middlebury College Identification Number \_\_\_\_\_

Please NOTE: The first transaction will be a prenote (or test) to the account you have indicated below and your check will not be deposited but paid to you directly. Once your account has been verified, your pay will be deposited directly into the appropriate account. Changing an existing account will also be subject to prenote.

You must provide a document issued from the bank with your account number printed on it (not handwritten).

Examples:

- 1. A voided check. (A blank check with VOID written across it.)
2. The paper card the bank gave you with your account number on it. (This is not the same as your debit or ATM card).
3. A document from the bank with your name and account number printed on it. You can get this from Customer Service.

Please choose one of the local banks listed OR choose "Other."

[ ] National Bank of Middlebury Routing Number 011601087
Account Number: \_\_\_\_\_ Checking [ ] Savings [ ] (choose one)

[ ] Citizens Bank Routing Number 021313103
Account Number: \_\_\_\_\_ Checking [ ] Savings [ ] (choose one)

[ ] Key Bank Routing Number 211672531
Account Number: \_\_\_\_\_ Checking [ ] Savings [ ] (choose one)

[ ] Chittenden Bank Routing Number 011600062
Account Number: \_\_\_\_\_ Checking [ ] Savings [ ] (choose one)

[ ] Vermont Federal Credit Union Routing Number 211691062
Account Number: \_\_\_\_\_ Checking [ ] Savings [ ] (choose one)

[ ] Other Bank Name: \_\_\_\_\_ Routing Number \_\_\_\_\_ (required)
Account Number: \_\_\_\_\_ Checking [ ] Savings [ ] (choose one)

Staple voided check/deposit ticket here.

I hereby authorize Middlebury College to initiate credit entries to the account and depository financial institution indicated above. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_