

**PACIFIC UNION COLLEGE  
HOWELL MOUNTAIN ENTERPRISES  
AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSITS  
(ACH CREDITS – PAYROLL)**

**Employer:** (check one)

**Status:** (check one)

☐ Pacific Union College, I.D. #94-1279798

☐ Faculty / Staff

☐ Howell Mountain Enterprises, Inc., I.D. #68-0168059

☐ Student

I hereby authorize the above named Employer and the Financial Institution listed below to electronically deposit the amount specified from my paycheck into the following account:

**Your Financial Institution:**

Bank Name \_\_\_\_\_ Routing Transit # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Your Type of Account is: (check one)**

☐ Checking Account # \_\_\_\_\_

☐ Savings Account # \_\_\_\_\_

**Direct Deposit:**

☐ Net Pay (Entire Check)

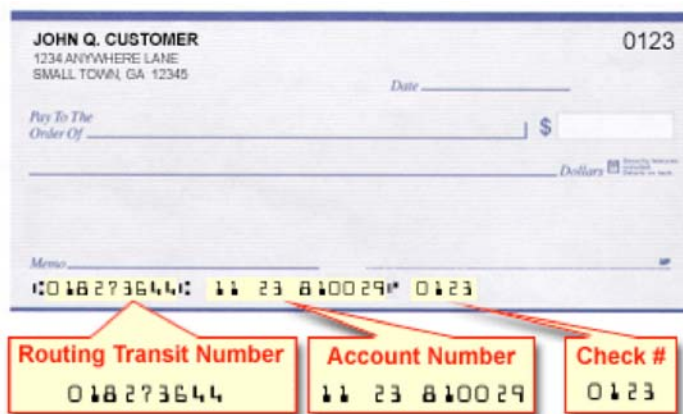
☐ The Amount of \$ \_\_\_\_\_

If monies to which I am not entitled are deposited in my account, I authorize my Employer to direct the Financial Institution to return said funds. This authority will remain in effect until I have filed a new authorization, or until revoked by me in writing, or upon termination of my employment with my Employer.

Employee Name \_\_\_\_\_ PUC / HME ID # \_\_\_\_\_

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

**The diagram below will help you locate the bank routing and account numbers from your personal check.**



Note: Direct Deposit requires one full payroll cycle to establish . Please attach a Voided Check (for Checking Accts) or a Bank Specification Sheet (for Savings Accts).