

DIRECT DEPOSIT FORM



Employee ID

Employee First Name

Last Name

Department

Social Security Number

Accounts may be checking, savings, or any other account with a valid routing number. If you choose only one account, 100% of your net pay will be deposited into that account.

Bank Name Primary

Primary Account Type

Percentage or Dollar Amount - Primary

Routing Number - Primary

Account Number - Primary

Bank Name Secondary

Secondary Account Type (if chosen)

Percentage or Dollar Amount - Secondary

Routing Number - Secondary

Account Number - Secondary

I authorize Casitas Municipal Water District (CMWD) to initiate credit entries to the account number and bank indicated above and to initiate entries, either debit or credit, which are necessary for corrections. This authority is to remain in full force until CMWD has received written notification from me of its termination in such a time and manner to afford CMWD a reasonable opportunity to act on it.

Signature

Date

Instructions for Employee:

1) Attach a voided check for all checking accounts listed. If a voided check is not available, a verification letter from the bank on bank letterhead can be accepted in lieu of a voided check.

Employer ONLY

Entered in Incode: _____