



AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSITS

I hereby authorize City of Iowa City hereinafter called COMPANY, to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error, to my account(s) indicated below and the financial institution named below, hereinafter called DEPOSITORY, to credit and/or debit the same to such account. Your first pay check/stub will be a payroll check due to the pre note procedure that verifies bank account information. The second pay check/stub will be direct deposited barring no errors on the pre note.

SECONDARY1 DEPOSITORY #9996 **SELECT ONE:** **Checking Account** **Savings Account**

FINANCIAL INSTITUTION: _____
CITY: _____ STATE: _____ ZIP: _____
ROUTING NO: _____ ACCOUNT NO: _____
AMOUNT _____

SECONDARY2 DEPOSITORY #9997 **SELECT ONE:** **Checking Account** **Savings Account**

FINANCIAL INSTITUTION: _____
CITY: _____ STATE: _____ ZIP: _____
ROUTING NO: _____ ACCOUNT NO: _____
AMOUNT _____

SECONDARY3 DEPOSITORY #9998 **SELECT ONE:** **Checking Account** **Savings Account**

FINANCIAL INSTITUTION: _____
CITY: _____ STATE: _____ ZIP: _____
ROUTING NO: _____ ACCOUNT NO: _____
AMOUNT _____

PRIMARY DEPOSITORY #9999 **SELECT ONE:** **Checking Account** **Savings Account**

FINANCIAL INSTITUTION: _____
CITY: _____ STATE: _____ ZIP: _____
ROUTING NO: _____ ACCOUNT NO: _____
AMOUNT _____ 100% NET _____

This authority is to remain in full force and effect until COMPANY and DEPOSITORY has received written notification from me of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

NAME: _____ **EMPLOYEE NO:** _____

DATE: _____ **SIGNED:** _____

I elect to have my pay stub sent electronically to me through email in lieu of receiving a paper copy.
Email Address _____

*******MANDATORY*******
ATTACH A VOIDED CHECK, SAVINGS DEPOSIT STUB, BANK CARD. OR A LETTER FROM EACH BANK WITH ACCOUNT INFORMATION TO THE BOTTOM OF THIS FORM FOR VERIFICATION