

# Direct Deposit Form Bank of America

**Instructions:** To enable direct deposit transactions to your Bank of America account, please fill out this form carefully and submit it to your payroll department.

## Section A: Account Holder Information

- Name: \_\_\_\_\_
- Social Security Number: \_\_\_\_\_
- Address: \_\_\_\_\_
- Contact Info: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Section B: Banking Information

- Bank of America Account Number: \_\_\_\_\_
- Routing Number: \_\_\_\_\_
- Account Type:  Checking  Savings

## Section C: Deposit Details

- Full Deposit Amount:  Yes  No
- If No, Specify Amount: \$ \_\_\_\_\_

## Authorization:

I authorize my payroll to be directly deposited as described above and for Bank of America to process these transactions on my behalf.

- Signature: \_\_\_\_\_
- Date: \_\_\_\_\_

## Bank Use Only

- Processed by: \_\_\_\_\_
- Date: \_\_\_\_\_