



- Checkboxes for New Application, Change of Bank, Change of Account/Amount, Cancellation

Automatic deposits can now be split to more than one account. If more than one account is listed, employee must designate percentage or amount of net pay to be deposited to each account.

Primary Payroll Bank Information (required)

One hundred percent (100%) of net pay will be deposited to primary bank less any deposits to other bank(s) as listed below.

Bank Name: \_\_\_\_\_ Routing #: \_\_\_\_\_
Account Number: \_\_\_\_\_ Checking [ ] or Savings [ ]
International ACH Bank: [ ] Checking [ ] or Savings [ ] Country \_\_\_\_\_

Payroll Bank Information Priority # \_\_\_\_\_

Bank Name: \_\_\_\_\_ Routing #: \_\_\_\_\_
Account Number: \_\_\_\_\_ Checking [ ] or Savings [ ]
Amount \$ \_\_\_\_\_ or % \_\_\_\_\_
International ACH Bank: [ ] Checking [ ] or Savings [ ] Country \_\_\_\_\_

Payroll Bank Information Priority # \_\_\_\_\_

Bank Name: \_\_\_\_\_ Routing #: \_\_\_\_\_
Account Number: \_\_\_\_\_ Checking [ ] or Savings [ ]
Amount \$ \_\_\_\_\_ or % \_\_\_\_\_
International ACH Bank: [ ] Checking [ ] or Savings [ ] Country \_\_\_\_\_

Check here if additional banks are needed to split your payroll deposit and complete the Supplemental Direct Deposit Authorization Form(s).

Employee Information

I authorize the State of Kansas/WSU to initiate accounting transactions to deposit my employee pay directly to the account(s) indicated above and to correct any errors which may occur from these transactions.

Name (please print): \_\_\_\_\_
myWSU ID # (required): \_\_\_\_\_ Contact Phone # \_\_\_\_\_
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Attach one deposit slip or voided check for each account and return to the Payroll Office, 210 Jardine Hall, or mail to Campus Box 38.