

# PAYROLL DEDUCTION/ DIRECT DEPOSIT FORM

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**Send this portion directly to your payroll department**

I authorize my payroll department and Union Building Trades Federal Credit Union to deposit my net pay or a portion thereof, as indicated, into my account each pay date. If funds to which I am not entitled are deposited to my account, I authorize my payroll department to direct Union Building Trades Federal Credit Union to return said funds to my payroll department.

New     Change

Name/Account # \_\_\_\_\_

Social Security # \_\_\_\_\_

Employed by: \_\_\_\_\_

Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Position: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Net Pay or \$ \_\_\_\_\_

Union Building Trades Federal Credit Union Routing Number: 221277816

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



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[www.ubtfcu.org](http://www.ubtfcu.org)