



# Albion Staffing Solutions, Inc.

“We’re **BIG** on Quality!”

Temp • Temp-to-Hire • Permanent • Recruiting • Consulting  
ISO 9001 and Equal Opportunity Certified

## DIRECT DEPOSIT APPLICATION

Albion offers two payroll payment options: **Direct Deposit** or **Debit Card**. Direct Deposit is recommended for those employees with a Bank Account and Debit Card is recommended as an alternative.

Direct Deposit is the fastest, safest and most reliable way to deposit your payroll earnings. With Direct Deposit, all you have to do is complete and return the details requested below and your payroll earnings will be automatically deposited into your account every payday. You will receive a Pay Stub detailing your payroll details and deductions via mail.

Direct Deposit has many advantages over traditional payroll checks including:

- a) No waiting in long bank lines
- b) Immediate access to your payroll without waiting for checks to clear
- c) Checks get lost, stolen and damaged

### AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

(Note: a **VOIDED** check **MUST** be attached – do not attach a Deposit Slip)

Your Name: \_\_\_\_\_

Your Social Security Number: \_\_\_\_\_

I hereby authorize Albion Staffing Solutions, Inc. to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my account

Please indicate below and your banking information:

Account Type:  Checking  Savings Account

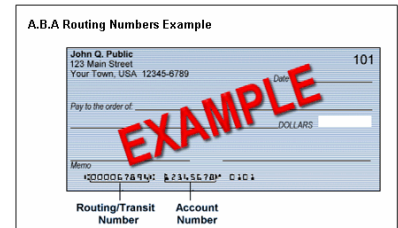
Bank Name: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Account Number: \_\_\_\_\_

Routing Number (9 digits) 

--	--	--	--	--	--	--	--	--



This authority is to remain in full force and effect until Albion Staffing Solutions, Inc. has received written notification from me of its termination in such manner as to afford Albion and Financial Institution a reasonable opportunity to act on it.

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

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