



Ramapo College of New Jersey Authorization Agreement For Direct Deposit

I hereby authorize Ramapo College to initiate direct (automatic) deposit of my paycheck to my account(s) as indicated below:

Name: _____ Ramapo ID "R" Number: _____

Signature: _____ Date: _____

Check one: ☐ **New** ☐ **Change** ☐ **Cancellation**

Account #1:

1.) Please deposit my net pay to the following account:

Type of Account: ☐ Checking(1)
 ☐ Savings

Bank Name:

Bank Transit/Routing Number (1):

Account Number:

Account #2: (optional)

2.) Please also deposit a fixed amount of my net pay into the following account:

Type of Account: ☐ Checking(1)
 ☐ Savings

Fixed Amount: _____

Bank Name:

Bank Transit/Routing Number (2):

Account Number:

(1) This is the nine digit number that appears first on the bottom left of your check. For account other than checking, please call your bank to get transit/ABA number.

(2) Note: Should you choose to have a fixed dollar amount directly deposited into a second account, the amount deposited into Account #1 will be your net pay less the fixed dollar amount deposited into Account #2.

For Payroll Use Only

Date: _____ Pay Period Prenoted: _____ Pay Period Effective: _____ Staff Initial: _____