



**DIRECT DEPOSIT**  
Employee/Contractor Authorization

Company Name: \_\_\_\_\_

Employee name: \_\_\_\_\_

Email address (required for online paystubs) \_\_\_\_\_

I authorize my employer as noted above, Local Economy, LLC, National Payment Corporation, and all financial institution(s) involved in each transaction to deposit my pay automatically to the indicated account(s) and to make adjusting entries including the removal of funds if the employer does not make them available, in which case, I waive any rights I may have to return debit entries to my account and I personally guarantee the return of the funds in question.

Bank or Credit Union	State	Account Type (Circle 1)	Amount or %	Routing #	Account
		Checking Savings Loan			
		Checking Savings Loan			
		Checking Savings Loan			

**VOID CHECK REQUIRED! We cannot process direct deposit without verification of your bank information.**

**Please attach a voided check or printed bank document for the Direct Deposit bank account as verification for each**

Deposits are normally available two (2) banking days after payroll is processed. It is my responsibility to verify deposits on a per pay period basis before writing checks against these funds. This Authorization can take up to three (3) pay periods to activate. I understand that neither my employer, Local Economy, LLC, or National Payment Corporation is responsible for bank errors or bank fees. Direct Deposit Financial services are provided in accordance with Local Economy, LLC Deposit Agreement, National Payment Corporation's Power of Attorney/Guaranty/Terms and Conditions and the limitations and restrictions of the National Automated Clearing House Association. I may cancel these Direct Deposit(s) at any time.

\_\_\_\_\_  
**Signature** **Date**