



DIRECT DEPOSIT & E-STATEMENT AUTHORIZATION FORM

Maggie McFly's, is pleased to offer direct deposit and paperless pay statements of employee paychecks to your checking and/or savings account at no charge to the employee. On a normal pay week, your funds will be available in your bank account Friday. During weeks when there is a Federal Reserve holiday, there maybe be a 24-hour delay in distribution. Other events, including weather and technical difficulties, may also cause a 24-hour delay.

Name: _____ D.O.B: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Bank Name: _____ Amount: \$ ENTIRE OR \$ _____ WEEKLY

ACCOUNT TYPE: _____ Checking _____ Savings

ROUTING NUMBER: _____ (NINE DIGIT NUMBER)

ACCOUNT NUMBER: _____

CONFIRM ACCOUNT NUMBER: _____

Please be sure to CONFIRM that you have provided the correct account number and routing number. Please provide a voided check, screenshot of account information, or letter from your bank to ensure that this information is correct. Maggie McFly's reserves the right to revoke direct deposit access from an employee's account if they provide incorrect information on this form. This Document must be signed by the employees requesting automatic deposit of paycheck and retained on file by the employer. Upon receipt, there is a designated 1-2 week waiting period for direct deposit to process. ****This authorization will deposit your paycheck into your account****

This form serves as authorization to provide pay stubs **electronically** through the web-based payroll system ADP. If you wish to receive paper pay statements, please contact the HR Department.

Authorized Signature _____ Date _____

Printed Name _____