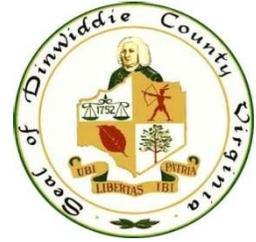


Dinwiddie County
Administration Office



Dinwiddie County
Direct Deposit Authorization Form

Last Name First Name MI Phone Number

Work e-mail Address Department Last 4 digits of Social Security #

You can establish direct deposit to a maximum of two (2) bank accounts for Payroll Payments. Indicate a dollar amount of your paycheck to be deposited into each account.

New Account Set-up Change Existing Account Add Delete

1) _____
Name of Financial Institution Routing #

Checking Savings _____
Dollar Amount Account #

2) _____
Name of Financial Institution Routing #

Checking Savings _____
Dollar Amount Account #

I have established an account(s) at the financial institution(s) indicated above and authorize:

- Dinwiddie County to deposit my funds via direct deposit
- my financial institution to credit my account
- Dinwiddie County to initiate and my financial institution to make corrections to my account for any deposits made in error.

This authorization will remain in effect until updated direct deposit information is received. I will provide at least two (2) weeks' notice to the Dinwiddie County Payroll Office if I change my account(s) or change my financial institution(s).

Signature of Employee Date

-MANDATORY-
Attach a VOIDED Check or Deposit Slip

Return Form to:
Dinwiddie County Payroll Office
For questions, please call Payroll at (804)469-4500

Effective Date: January 1, 2010