

For X-Act Use Only

Dept #: \_\_\_\_\_  
Emp #: \_\_\_\_\_  
Ded #: \_\_\_\_\_

Sent: \_\_\_\_\_  
Effect: \_\_\_\_\_

## 1099 Direct Deposit Form

### AUTHORIZATION AGREEMENT FOR PAYROLL DIRECT DEPOSIT

**Company that you have a 1099 contract with:** \_\_\_\_\_

I hereby authorize the company named above to initiate ACH credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to the account and depository named below.

(Please select) **NEW ACCOUNT:** \_\_\_\_\_ or **BANK CHANGE:** \_\_\_\_\_

(Your Bank)  
DEPOSITORY NAME \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

TRANSIT/ABA NO. \_\_\_\_\_ ACCOUNT NO. \_\_\_\_\_

CHECKING Account \_\_\_\_\_

or

SAVINGS Account \_\_\_\_\_ (amount of \$\_\_\_\_\_)

This authority is to remain in full force and effect until the Company has received written notification from me of its termination in such time and manner as to afford the Company and Depository a reasonable opportunity to act on it.

Your Name or Company Name: \_\_\_\_\_

SSN or Tax ID #: \_\_\_\_\_

SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

If **CHECKING ACCOUNT:** Attach voided SAMPLE CHECK (**NOT** deposit slip)  
HERE

If **SAVINGS ACCOUNT:** Verify with your bank that your information above is acceptable for Direct Deposit ACH transactions