

**AP DIRECT DEPOSIT AUTHORIZATION**

**CENTENNIAL BOCES**

Payments for mileage/reimbursements or any other items paid to you through Accounts Payable will be paid through direct deposit for Centennial BOCES employees. You do not need to do complete new bank account info if you would like it to go to your regular payroll Direct Deposit Surepay account. But I do need you to give permission by printing and signing name to allow for the direct deposit for AP into your account. If you would like it to be deposited into a different account please complete the form below to indicate where you would like your mileage, etc. to be deposited:

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Deposit net pay into:**

Bank or Credit Union Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bank or Credit Union Routing Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please Check One:

**Checking Account Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Savings Account Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please sign below to authorize your direct deposit AP payments into your account:

Signature: Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_