



Employee Name: _____

____ Yes, I give Vermont Youth Conservation Corps (VYCC) permission to deposit my paycheck directly into my bank account listed below. If funds are deposited in error, I also give permission for VYCC to withdraw that amount from my account. Reminder: Routing Numbers must be 9 digits long Account Numbers are usually 8-10 digits long, these can be found on the bottom of your personal checks or in most mobile banking apps. Please type or write numbers clearly, so we can enter the correct account information into Payroll. If you're unsure, reach out to your Bank/ Financial Institution for Direct Deposit information.

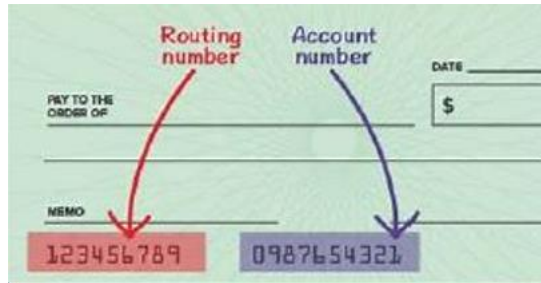
Bank Name: _____

Bank Routing Number: _____

Bank Account Number: _____

____ Checking Account

____ Savings Account



____ No, I would like to opt out of Direct Deposit Services and be issued a paper check each pay period instead. I understand that paper paychecks will be distributed by hand by staff on the Friday or Monday following the pay day. If I am unable to pick up my check from the Barn, it may be mailed to the address below:

Mailing Address: _____

Employee Signature

Date

**** For Direct Deposit Please Staple or Attach VOIDED Check here****