

**Non-Federal Direct Deposit
Enrollment Request Form**

Authorization agreement for automatic deposits
(ACH credits)

**Mañu Yeâu Caàu Ghi Danh Kyù
Thaùc Tröïc Tieáp Khoàng Thuoác
Lieån Bang**

Thoûa thuaän cho pheùp veà kyù thaùc töï
ñoäng (tín duïng ACH)

Directions for Customer Use:

- 1) **Ensure entire form is complete, then sign and date**
 - Use the ABA routing number from the state where your account was opened
- 2) **Ensure appropriate Employer / Company address is used when mailing completed form.**
- 3) **Employer/Company should review this form for completeness and suitability.** If Employer / Company prefers or requires their own form, use account type, number and ABA routing number below to help complete their form
- 4) **Mail form directly to Employer / Company**
(Note: It is not necessary for employer or company to return the form to the bank once direct deposit is set up into the payroll system)

Höòung Daãn cho Khaùch Haøng Söu

Duïng:

- 1) **Nhöu ñieàn ñaày ñuù toaøn boã mañu, roài thi kyù teän vaø ñeà ngaøy**
 - Söu duïng soá chuyeån ABA töø tieâu bang quyù vò möù tröông muïc
- 2) **Nhöu söu duïng ñòa chæ Chuù Nhaân / Haøng thích höïp khi göüi mañu ñaõ ñieàn ñaày ñuù.**
- 3) **Chuù Nhaân/Haøng phaùï duyeät xeùt mañu naøy ñeà bieát laø ñaày ñuù vaø thích höïp.** Neáu Chuù Nhaân / Haøng thích hay ñoøi hoùï mañu cuûa rieång höï, thì söu duïng loaïï tröông muïc, soá vaø soá chuyeån ABA beân döøùï ñeà ñieàn mañu cuûa höïï
- 4) **Göüi tröïc tieáp mañu ñeàn Chuù Nhaân / Haøng** (Löu yù: Chuù nhaân hay haøng khoáng caàn göüi laïï mañu cho ngaân haøng moät khi ñaõ thieát laäp uýy thaùc tröïc tieáp trong heä thoáng tieàn löông)

Employer / Company Name:

Teän Chuù Nhaân / Haøng: _____

Employer Address Ñòa Chæ Chuù Nhaân	City Thaønh phoá	State Tieâu bang	Zip Böu chaùnh
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I (we) authorize the above named **Company** to initiate credit entries to my **Bank of America** Checking and/or Savings accounts indicated below and to credit the same to such account. I (we) acknowledge that the origination of the ACH transactions to my (our) account must comply with the provisions of U.S. law.

*Toài (chuùng toán) cho pheùp **Haøng** coù teän beân treän ñöøïc nhaäp tín duïng ban ñaàu vaøo tröông muïc Ngàân Phieáu vaø/hoaèc tröông muïc Tieát Kieäm cuûa **Bank of America** ghi beân döøùï vaø tín duïng töông töï vaøo tröông muïc. Toài (chuùng toán) khoáng ñònh laø vieác khöùï ñaàu giao dòch ACH vaøo tröông muïc cuûa toán (chuùng toán) phaùï tuaën theo caùc quy ñònh cuûa luaät phaùp Hoa Kyø.*

Note: Funds can be deposited into one account or split between accounts as a set percent or dollar amount.

Löu yù: Ngàân quyõ coù theä ñöøïc göüi vaøo moät tröông muïc hoaèc chia ra caùc tröông muïc nhö laø phaàn traêm hay soá löông Myõ kim.

Account type <i>Loaïï tröông muïc</i>	<input type="checkbox"/> Checking <i>Ngàân Phieáu</i>	<input type="checkbox"/> Savings <i>Tieát Kieäm</i>	State Acct Opened <i>Tröông Muïc Tieâu Bang Ñaõ Möù</i>
Account number <i>Soá tröông muïc</i>	_____		
ABA Routing Number <i>Soá Chuyeån ABA</i>	_____		
Deposit Amount <i>Soá Tieàn Kyù Thaùc</i>	<input type="checkbox"/> % OR \$ <input type="checkbox"/> % HOAËC \$		(Flat Amount) OR <input type="checkbox"/> Remaining (<i>Soá Tieàn HOAËC Coøn Laïï Phaùp Ñònh</i>)

Account type <i>Loaïi tröông muïc</i>	<input type="checkbox"/> Checking <i>Ngaân Phieáu</i>	<input type="checkbox"/> Savings <i>Tieát Kieäm</i>	State Acct Opened <i>Tröông Muïc Tieäu</i> <i>Bang Nãõ Môu</i>
Account number <i>Soá tröông muïc</i>	_____		
ABA Routing Number <i>Soá Chuyeån ABA</i>	_____		
Deposit Amount <i>Soá Tieàn Kyù Thaùc</i>	% OR \$	(Flat Amount) OR <input type="checkbox"/> Remaining <i>(Soá Tieàn HOAËC Coøn Laiï</i>	<i>Phaùp Nönh)</i>
	% HOAËC \$	_____	

Account type <i>Loaïi tröông muïc</i>	<input type="checkbox"/> Checking <i>Ngaân Phieáu</i>	<input type="checkbox"/> Savings <i>Tieát Kieäm</i>	State Acct Opened <i>Tröông Muïc Tieäu</i> <i>Bang Nãõ Môu</i>
Account number <i>Soá tröông muïc</i>	_____		
ABA Routing Number <i>Soá Chuyeån ABA</i>	_____		
Deposit Amount <i>Soá Tieàn Kyù Thaùc</i>	% OR \$	(Flat Amount) OR <input type="checkbox"/> Remaining <i>(Soá Tieàn HOAËC Coøn Laiï</i>	<i>Phaùp Nönh)</i>
	% HOAËC \$	_____	

If monies to which I am not entitled are deposited to my account, I authorize the Company (issuer) to direct the financial institution to return said funds and I authorize the financial institution to act on the Company's direction and to return said funds. This authority will remain in effect until Employer/Company has received written notification from me of its termination in such time and in such manner as to afford Company and financial institution a reasonable opportunity to act on it.

Neáu tieàn maø toái khoâng ñöôïc laõnh, ñöôïc kyù thaùc vaøo tröông muïc cuõa toái, thì toái cho pheùp Haõng (ngöôøi göúi) chæ daãn ñönh cheá taøi chaùnh traù laiï phaàn tieàn ñoù vaø toái cho pheùp ñönh cheá taøi chaùnh tuaân haønh theo höõùng daãn cuõa Haõng ñeå traù laiï phaàn tieàn ñoù. Giaáy pheùp naøy seõ vaãn coøn hieäu löïc cho ñeán khi Chuúu Nhaân/Haõng ñeå nhaân ñöôïc thoâng baùo chaám döùt baèng vaên baùn cuõa toái caù veà thôøi gian cuõng nhö hình thöùc sao cho Haõng vaø ñönh cheá taøi chaùnh coù möät cô hoái hõp lyù ñeå thöïc hieän.

First Name <i>Teân</i>	Middle Name <i>Teân loüt</i>	Last Name <i>Hoï</i>	
Address <i>Nöa chæ</i>	City <i>Thaønh phoá</i>	State <i>Tieäu bang</i>	Zip <i>Böu chaùnh</i>
Signature (required) <i>Chöõ kyù (baét buoäc)</i>	Date <i>Ngaøy</i>	Telephone Number <i>Soá Njieån Thoaiï</i>	

NOTE: Written credit authorization must provide that the receiver may revoke the authorization only by notifying the originator in the manner specified in the authorization.

LÖU YÙÙ: Giaáy cho pheùp tín duýng baèng vaên baùn phaùï cho bieát laø ngöôøi nhaän coù theå huýy boù giaáy pheùp baèng caùch thoâng baùo cho ngöôøi göúi theo hình thöùc ghi rõ trong giaáy pheùp.