SELECTIVE
HR Solutions

Jimco Maintenance
710 Commerce Drive #107
Venice, FL 34292
Tel: 1-800-392-8678
Fax: 1-877-392-8678
www.jimcos.com/jobs

Direct Deposit

Direct Deposit automatically deposits your paycheck for you every payday into your checking or savings account, at your own financial institution. All you have to do is sign up!

Here's how Direct Deposit works: Every payday you will receive an earnings statement showing gross salary, taxes, other deductions and amount to be direct deposited. Your money will already have been deposited in your account. The amount of the deposit will appear as a credit on the account statement you receive from your financial institution. To take advantage of Direct Deposit, complete below and forward to your employer to be submitted with payroll processing.

Authorization Agreement for Direct Deposit

Company Name: Jimco Maintenance

Employee Name: _____ SS#: _____

Address: _____

I hereby authorize my employer, hereinafter called **Company**, to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries to my Checking or Savings account indicated below and the depository named below, hereinafter called **Financial Institution**, to credit and/or debit the same to such account.

Select One: ☐ Checking Account ☐ Savings Account

Enter a Dollar Amount: _____

Financial Institution: _____ Branch: _____

City: _____ State: _____ Zip: _____

Transit/ABA #: Account #:

A voided check must be attached – NO deposit slips

Select One: ☐ Checking Account ☐ Savings Account

Enter a Dollar Amount: _____

Financial Institution: _____ Branch: _____

City: _____ State: _____ Zip: _____

Transit/ABA #: Account #:

A voided check must be attached – NO deposit slips

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

Signature: _____ Date: _____