



GRAND RAPIDS BUILDING SERVICES, INC.

Direct Deposit Agreement Form

I hereby authorize Grand Rapids Building Services to initiate automatic deposits to my account at the financial institution named below.

I agree not to hold Grand Rapids Building Services responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

Joe Smith		1234
1234 Anystreet Court Anycity, AA 12345		
Pay to the order of _____		
_____ Dollars		
Bank Anywhere		
⌈ 123456789 ⌋ 123456789123 ⌋⌋ •1234		
Bank Routing Number	Bank Account Number	Check Number (Do not use)

Checking

Savings

Name of Financial Institution: _____

Routing & Transit Number (9 Digits)

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Account Number

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Employee PIN Number (Required):

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Employee Name (Please Print): _____

Employee Signature: _____ Date: _____