

Paycheck Deposit Authorization Form



Employee Name	Last 4 digits of SSN:
Employee Signature **	Date:
Client Company Name	Telephone #:
Email:	
<p>**I authorize CBR and the Financial Institution listed below, if applicable, to deposit my net pay automatically to my account, CBR Cash Card each payday or to apply the \$5 fee to receive a live check. If funds to which I am not entitled are deposited to my account, I authorize CBR to direct the bank or financial institution to reverse such funds. This Authorization will remain in effect until I have cancelled it in writing. Please allow 14-21 days for deposits to become active. All accounts must go through a pre-note process to verify account information. This process allows errors to be caught before personal accounts are affected. I authorize CBR to email my paystub to the email address I provided above. I understand that I will need my social security number with no dashes to open the PDF/electronic paystub.</p>	

PLEASE SELECT ONE OF THE FOLLOWING OPTIONS

A **DIRECT DEPOSIT INTO MY PERSONAL BANK ACCOUNT**

Bank Name	*Transit Routing #	Account #	Checking/ Savings	Amount or % to Deposit

*You must contact your financial institution for verification of the bank transit number. If this information is incorrect, your request cannot be processed.

Attach a voided check and/or letter from Banking Institution to include transit number and account number. If more than one account, attach all that apply.

B **DEPOSIT INTO MY CBR CASH CARD (GLOBAL CASH CARD)**

_____ I understand I will receive the Global Cash Card Prepaid ATM Card Cardholder Agreement and
Initials Disclosure, which outlines the terms and conditions of the card, including all fees associated with the use of the card. I understand it is my responsibility to notify CBR if I do not receive the agreement.

_____ I understand that my paycheck stub will be available to view and print by email and account
Initials information may be accessed online or by contacting customer service. Contact information is included in the Cardholder agreement.

_____ I understand a Visa Pre-Paid Cash Card will be mailed to my home. It is my responsibility to notify CBR
Initials if I do not receive the card within 14 days of my first paycheck.

Employees may request multiple cards including a card for their Spouse

C **LIVE CHECK (PAPER CHECK)**

My signature above authorizes CBR to deduct \$5 from my paycheck every pay period. I understand that my live check will be mailed to my home address every pay period. It is my responsibility to make sure CBR has my most current address.