

San Jose Evergreen Community College District  
Payroll Department  
40 S. Market Street, San Jose CA 95113  
Direct: 408/270-6412

Direct Deposit Authorization Agreement    \_\_\_\_\_ Add    \_\_\_\_\_ Cancel    \_\_\_\_\_ Change

I hereby authorize San Jose Evergreen Community College District to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my account(s) as indicated below and the depository named below, to credit and debit the same entries to such account. This authorization for debit entries and adjustments shall not apply to compensation earned under District's collective bargaining agreement with the Faculty Association, AFT6157, except when the employee's service is terminated, or he/she will be in an unpaid status.

If two accounts are designated, a flat dollar amount must be assigned for Account #2. Any remaining balance will be deposited into the primary account, reflecting a pay total of 100%.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Employee SSN#: \_\_\_\_\_ Employee #: \_\_\_\_\_  
Telephone: (        ) \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Staple Voided Check  
For Account #1 Here**

Account #1                      Checking    \_\_\_\_\_                      Savings    \_\_\_\_\_                      (Check only one)  
Financial Institution: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Telephone: (        ) \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Bank Transit Number: \_\_\_\_\_

**Staple Voided Check  
For Account #2 Here**

Account #2                      Checking    \_\_\_\_\_                      Savings    \_\_\_\_\_                      (Check only one)  
Financial Institution: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Telephone: (        ) \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Bank Transit Number: \_\_\_\_\_  
**Dollar Amount:**    \$ \_\_\_\_\_