

Electronic Payroll Deposit Enrollment Form

Alternative Staffing, Inc. and/or H-Tech, Inc. **REQUIRE** all employees to choose one of the following payment methods (**Direct Deposit** or **Payroll Card**) to receive their payroll compensation. We no longer provide a payroll check.

PAYMENT METHOD ONE

[] **Direct Deposit** – I elect for my payroll deposit method:

Name (s) On Account: _____

Bank or Institution Name: _____

Branch & Address: _____

Check The Appropriate Account: ___ Checking ___ Savings ___ Credit Union

Bank Routing Number: _____ Your Bank Account #: _____ %: _____

Bank Routing Number: _____ Your Bank Account #: _____ %: _____

REQUIRED – Sign Below & Attach a VOIDED check or Deposit Slip to this form

PAYMENT METHOD TWO

[] **Payroll Card** – I elect for my payroll deposit method:

Your enrollment form will be processed and your payroll card will be mailed to the address you provide below in 10 to 15 business days.

REQUIRED – Sign Below

SIGNATURE REQUIRED BELOW:

- 1.) I (we) authorize Alternative Staffing / H-Tech to deposit my net pay to my direct deposit and/or payroll card account and make any necessary entries to correct errors.
- 2.) For Payroll Card holders – I understand that I'll receive a payroll card and may use the card to: withdraw cash, make balance inquiries and shop at locations accepting Visa debit cards. All this is subject to the terms and conditions I receive with the card.
- 3.) The U.S.A. Patriot Act requires National City to obtain, verify and record information that identifies each person or business opening a new account. By completing, or otherwise providing information on this application, I consent to National City obtaining verification of my identity, even from third parties if necessary.

First Name: _____ M.I.: _____ Last Name: _____

Address: _____ Apt #: _____

City: _____ State: _____ Zip: _____

Home Telephone: () _____ Work Telephone: () _____

Social Security #: _____ Date of Birth: _____

Employee Signature: _____ Date: _____

FOR INTERNATL USE ONLY

Routing #: 951000052 Account #: EF00GF6AS _____ Input UltraStaff: _____ Input N/C: _____