



# Telesearch Staffing Solutions Direct Deposit Form

Name \_\_\_\_\_ SSN # \_\_\_\_\_  
Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

<input type="checkbox"/> I request my payroll direct deposit be placed in the following account			
Bank Name	Routing Number	Account Number	Type of account
			<input type="checkbox"/> Checking <input type="checkbox"/> Savings

**PLEASE PROVIDE A VOIDED CHECK FOR ACCOUNT LISTED ABOVE**

**OR**

<input type="checkbox"/> rapid! PayCard Issuance Authorization Form	
Financial Institution Name	MetaBank
Routing Number	124085244
Direct Deposit Account Number	353 _____ (Card ID on front of envelope)

*To be assigned and entered by TeleSearch Staffing Solutions*

The rapid! PayCard® Mastercard is issued by MetaBank®, Member FDIC, pursuant to license by Mastercard International Incorporated. Prepaid card can be used wherever Debit Mastercard is accepted. Mastercard is a registered trademark of Mastercard International Incorporated.

Important Information for opening a Card account: To help the federal government fight the funding of terrorism and money laundering activities, the USA PATRIOT Act requires all financial institutions and their third parties to obtain, verify, and record information that identifies each person who opens a Card account. What this means for you: When you open a Card account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

I authorize TELESEARCH STAFFING SOLUTIONS (TeleSearch) to deposit directly into the account(s) shown or I hereby authorize TeleSearch to assign a rapid! PayCard and initiate credit entries and any correcting entries to my assigned rapid! PayCard account. The direct deposit will be made on each payday, unless I notify TeleSearch in writing of my intent to cancel. Upon TeleSearch's receipt of a request to cancel a direct deposit authorization, it shall become effective after a reasonable opportunity to act upon it.

In the event funds are deposited erroneously into my account, I authorize TeleSearch to debit my account not to exceed the original amount of the credit.

I understand that TeleSearch reserves the right to refuse any direct deposit request. I also understand that all direct deposits are made through the Automated Clearing House (ACH), and that funds availability is subject to the terms and limitations of the ACH as well as my financial institution.

**Note:** If sending this form electronically, please type your initials and the last 4 digits of your social security number in the signature field. If sending or faxing a paper copy, please print out and sign your name in the signature box.

We must have your hours approved by a supervisor to process your direct deposit payroll. Monday's direct deposit payroll will be available in your checking account on Tuesday, Tuesday's direct deposit payroll will be in your account on Wednesday and Wednesday's direct deposit payroll will be in your account on Thursday (Bank holidays may change when your money will be available). The payroll deadline for timesheets is 10:00 am each day.

**Please contact the Payroll Department with any questions at 973-927-6914**

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_