

# DIRECT DEPOSIT FORM

I (we) hereby authorize TRISTAR Benefit Administrators, Inc. hereinafter called COMPANY, to initiate credit entries to my (our) account indicated below and the financial institution named below, hereinafter called FINANCIAL INSTITUTION, to credit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

## BANK / CREDIT UNION INFORMATION

Financial Institution Name: \_\_\_\_\_

Branch Name (optional): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

1:0012345678 9876543210 3401

9-Digit Routing Number

Account Number

Check #

Type of Account: Checking:  Savings:

## AUTHORIZATION

This authority is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

Employer Name: \_\_\_\_\_

Print Individual Name: \_\_\_\_\_

Print Individual ID Number (e.g. Soc Sec Number): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Email Address: \_\_\_\_\_

**YOU MUST ATTACH COPY OF A VOIDED CHECK TO THIS FORM!**

**If you should ever close this bank account, you must immediately submit a new form, attach a voided check for your new bank account and submit the form to TRISTAR Benefit Administrators.**

**Please retain a copy for your own records.**

**TRISTAR Benefit Administrators**

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