



University of Notre Dame
Payroll Services

AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSITS (CREDITS)

Last Name First Name MI
Net ID

I hereby authorize the University of Notre Dame to make deposits (credit entries), and to make whatever adjustments necessary, including reducing the balances in my account (debit entries and adjustments), to address any credit entries in error to my financial institution account indicated below.

The US Treasury has changed payment system rules for electronic payments. If you receive a payment at a US financial institution and forward the entire amount to a financial institution in a foreign country, you must check the box below. Failure to do so may result in delay or rejection by the payment system. If you have any questions please contact Payment Services at 574-631-7575.

Financial Institution Address
City State Zip

Routing # Choose One Only (Checking will be the Default)

Checking Account # Savings Account #

A debit card number is not an acceptable bank account for payroll or other deposits.

I typically forward my entire net pay to a non-U.S. financial institution in one lump sum amount.

This authority is to remain in full force and effect until the University has received written notification from me of its termination in such time and manner as to afford the University and my financial institution a reasonable opportunity to act on it.

For confirmation of the routing and account numbers, I have enclosed a copy of a voided check for checking accounts or a deposit slip for savings accounts.

Signature Date



Will allow you to print, sign and return to Payroll Services 724 Grace Hall



Will clear the form.