

Payroll Direct Deposit

Payroll Direct Deposit Instructions: Use this form to set up your Direct Deposit into your Burbank Community Federal Credit Union account. Submit the completed form to your employer.

Date: _____
Month, day, year

To: _____
Your company's name

Address

City, State, Zip

From: _____
Your name

Address

City, State, Zip

To Whom It May Concern:

I wish to deposit (select one) My entire paycheck
 A portion of my paycheck \$ _____
(amount)

Effective immediately, please direct my direct deposit to my account indicated below:

Financial Institution Name: Burbank Community Federal Credit Union

Routing Number: 3222-7413-2

Account Number: _____

If you have any questions about this request, please contact me at the following number:

Phone: _____ day/evening (circle one)

Sincerely,

X

Signature

Name (please print)

Address

City, State, Zip

Other pertinent employer information (i.e. employee ID#, etc.)