

JJ DELONG AND ASSOCIATES, INC.

AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT

I hereby authorize my employer, JJ DeLong and Associates, Inc. to initiate credit entries, and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my account.

_____ New _____ Change _____ Remove

Financial Institution	Transit ABA #	Account #	Type of Account
_____	_____	_____	___ Checking ___ Savings

The authority is to remain in full force until JJ DeLong and Associates, Inc. receives written notification from me of its termination in such time and manner as to afford JJ DeLong and Associates, Inc. and FINANCIAL INSTITUTION a reasonable opportunity to act on it. When my assignment ends, or I am hired by the company, or I voluntarily quit or am terminated, this direct deposit will be deleted from JJ DeLong and Associates, Inc.'s system.

Name: _____
(Please Print)

Date: _____

Signature: _____

- Transit ABA # (Routing Number) is a nine digit number that appears at the bottom of a check (usually on the left side).
- Transit ABA numbers are not valid if they begin with a 4, 5, 6, 7, 8 or 9.

YOU MUST ATTACH A VOIDED CHECK TO THIS FORM. DEPOSIT SLIPS WILL NOT BE ACCEPTED. IF YOUR ACCOUNT IS NOT A CHECKING ACCOUNT, YOU MUST PROVIDE DOCUMENTATION FROM YOUR BANK WITH YOUR ROUTING AND ACCOUNT NUMBER PRINTED ON IT. IF YOU CANNOT PROVIDE US WITH A VOIDED CHECK, OR DOCUMENTATION FROM YOUR BANK, YOU CANNOT USE OUR DIRECT DEPOSIT SERVICE.