



Direct Deposit Authorization

I authorize SmartStaff Personnel, LLC, and its Agents, including financial institutions, to initiate electronic credit entries (direct deposit) to my checking or savings account listed below. This authorization will remain in effect until I have informed SmartStaff Personnel, LLC in writing that I wish to cancel it and SmartStaff Personnel, LLC has had a reasonable amount of time to process the cancellation.

I understand that direct deposit payroll transfers are initiated on Thursday afternoons. Funds are credited to my account within 2 business days.

My timesheet must be received by SmartStaff Personnel, LLC prior to 5pm on Monday, (Tuesday when Monday is a holiday). It is my responsibility to confirm receipt. If my timesheet is submitted late, I will not be paid until the following week.

I understand that a statement of earnings each week will be available to me at www.compupaycentral.com.

Directo Paycard Program

You can have your paychecks directly deposited into your own FDIC-insured account through our convenient Directo Paycard System. This is a “checkless” checking account that you can open with no credit check. You will receive a “debit card” that you can use to withdraw your paycheck, or make transactions at grocery stores, etc. If you prefer, we can provide you with information on several other paycards that offer similar services.

Checking Savings

My Account #: _____

My Bank: _____

Bank Address: _____

Bank City, State, Zip: _____

Bank Phone Number: _____

My Bank's ABA routing #: _____

***My voided check is attached.
(Attach deposit slip only for savings account.)***

Name: _____

Social Security #: _____

Date: _____

Signature: _____