

**BURDG, DUNHAM & ASSOCIATES CONSTRUCTION CORPORATION**

**DIRECT DEPOSIT**

Authorization and Order for Payroll Check Direct Deposit in Financial Institution

Effective Date	Employee SSN#	Employee Name (First, Middle, Last)
Home Address (Street, City, State, Zip Code)		Home Telephone #
Bank Name		Bank Telephone #
Bank Address (City, State, Zip Code)		
Bank Routing Number (9 Digits)		Bank Account Number

Type of Account	CHECKING	SAVINGS
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If you are submitting this form via email, be sure to print the PDF before submitting or save the PDF to your files. You may be asked to provide this completed document in print form by Burdg-Dunham at a later date.

Employee Signature	Date
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Burdg, Dunham & Associates Signature	Date
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Burdg-Dunham does accept digital signatures. By typing in your name in the Signature field of this form and submitting via email, your signature provided in the data submitted will be considered legally binding.

Burdg, Dunham & Associates is hereby authorized to deposit my pay into my account identified as and held at the financial institution defined above, and I certify that such account exists.

This authorization shall remain in effect until I give written notification of any change to my financial institution and/or account number. I have attached a blank voided check (for deposits to checking account) or deposit slip (for deposits to savings account) solely for the purpose of verifying my account number and the financial institution's transit number. The voided check or savings deposit form must include the employee's name preprinted on the form. If this is not the case the employee must sign the voided check or savings deposit form to indicate that this is the account their pay should be deposited into.