

**Direct Deposit/Payroll Debit Card Authorization**

Employees have the option of receiving wages by Direct Deposit and/or Payroll Debit Card. If you do not provide a written election, wages will be paid by Payroll Debit Card.

**SECTION 1 BASIC INFORMATION**

Employee Name: Jorge Gardes SSN# (last 4 digits) XXX-XX-5043 Effective Date 11/10/2014

**SECTION 2 PAYROLL ELECTION**

Direct Deposit (Please complete Sections 3 and 5 below)  
 Payroll Debit Card (Please complete Sections 4 and 5 below)

**SECTION 3 DIRECT DEPOSIT**

Update Bank Account

Bank Name: First Bank

Routing#: 12345678

Account#: 1234567890

Account Type:  Checking  Savings  Other

Initial JG Date 11/10/14

I understand and acknowledge that if I do not provide a voided check with this direct deposit form, I am responsible for any delays in payroll or extra costs incurred if the account number that I provide is incorrect.

**SECTION 4 PAYROLL DEBIT CARD (GLOBAL CASH CARD)**

To help us avoid making an error, please attach a copy of a voided check. (A deposit slip will not work).  
 If you change banks, do not close your old bank account until your direct deposit has started at the new bank, which may take 2 pay periods.

Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. In order to request a Payroll Debit Card for you, we must provide all of the following information that will enable the financial institution to identify you. If you do not submit a Direct Deposit/Payroll Debit Card Authorization, ESSG will provide the necessary information and issue you a Payroll Debit Card to pay your wages. For your protection, the financial institution may ask you to provide them additional identification information so they can verify your identity.

Except for the routing and account number, ESSG does not have access to any information regarding your Payroll Debit Card account or transactions. On your first payday, you will receive your new Payroll Debit Card, and a packet containing all of the terms and conditions. You will then sign acknowledging that you received the Payroll Debit Card and packet. Your Payroll Debit Card will be reloaded on each payday you receive wages.

CARDHOLDER INFORMATION (as you want your Payroll Debit Card to be issued)

First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security#: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell Phone (mobile): \_\_\_\_\_

GET TEXT ALERTS, when your paycheck is deposited on your card!  
 Yes, sign me up, for text alerts  
 My mobile service provider is: \_\_\_\_\_

RECEIPT OF PAYROLL DEBIT CARD (to be completed when you pick up your Payroll Debit Card)

Payroll Debit Card Routing #: 122242597  
 Payroll Debit Card Account #: \_\_\_\_\_

I have received my Payroll Debit Card, welcome brochure, program fees, program terms, conditions, and disclosures. By activating my Payroll Debit Card, I am agreeing to the program terms, conditions, and disclosures that are included or made available to me from time to time from the financial institution. I authorize the financial institution to debit my Payroll Debit Card account for the fees described in the fee schedule that is part of the program terms, conditions, and disclosures.

**SECTION 5 AUTHORIZATION**

I authorize ESSG to directly deposit my periodic wages/compensation payments, net of required tax withholdings, other required withholdings or authorized deductions, into my account(s) as designated above and to initiate, if necessary, debit entries and adjustments for any credit entries made in error to my account(s).

\* E-mail is required for pay stub information.

\* E-mail: DDET0506069 @ Gmail . com

this information will only be used to send your paystubs electronically

Employee's Signature: [Signature] Date: 11/10/14



**FIRSTBANK DIRECT DEPOSIT**

**Quick, Safe, Convenient, Free**

If your employer offers Direct Deposit, you can have your paychecks deposited automatically into your FirstBank account. Even if you're on vacation, out of town, or you just can't get to the bank, your money will be safely deposited in your account every payday. With Direct Deposit, you will still receive a paystub from your employer and a monthly statement from FirstBank showing that your account has been credited. You can also verify the deposit by calling our automated voice response unit at 303-237-5000 or 1-800-964-3444 outside metro Denver, 24 hours a day.

You may also use Direct Deposit for Social Security Income. For information, please ask us or call the Social Security Administration at 1-800-772-1213.

To sign up for Direct Deposit, just complete the information below and provide this form to your employer.

**To the Payroll Administrator at:**

\_\_\_\_\_  
Employer Name

\_\_\_\_\_  
Employer Address

\_\_\_\_\_  
Employer Address

I would like my payroll check to be automatically deposited into my account at FirstBank.

107005047  
\_\_\_\_\_  
Bank Routing/Transit Number

1571247500  
\_\_\_\_\_  
Account Number

Thank You,

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Employee Number, if applicable

\_\_\_\_\_  
Telephone number where employee can be reached during the day